

Rental Application

1240 E. 100 S. Unit #12 St. George, UT 84780
Phone: (435) 986-7405 * Fax: (435) 986-7410

A **\$35.00 CASH APPLICATION FEE** IS REQUIRED PER PERSON 18 AND OVER LIVING IN THE PROPERTY. A COPY OF YOUR PAYCHECK STUB OR W-2 FORM TO VERIFY INCOME, AND A COPY OF DOCUMENTATION THAT ESTABLISHES IDENTITY WITH A PHOTO ON IT. See Residential Rental Requirements for what type of documentation will be acceptable. I FURTHER UNDERSTAND THAT ALL PROPERTIES ARE RENTED IN "AS IS" CONDITION UNLESS OTHERWISE AGREED UPON BY THE PROPERTY MANAGER IN WRITING.

(Note: The application fee is non-refundable, and all Co-applicants needs to fill out separate applications)

Property Address: _____ City _____ State _____ Zip _____

Rent Due Date: 1st of every month Rent Amount: \$ _____ Deposit Amount \$ _____ (Pending Credit)

PROSPECTIVE TENANT INFORMATION

Primary Contact: _____ Date of Birth _____ Age _____ Social Security No. _____

Cell Phone: (____) _____ Current Phone: (____) _____ Email Address: _____

Co-Applicant: _____ Date of Birth _____ Age _____ Social Security No. _____

Cell Phone: (____) _____ Current Phone: (____) _____ Email Address: _____

Current Address _____ City _____ State _____ Zip _____

Month & Year Moved In _____ Reason for Moving _____

Landlord Name _____ Landlord Phone _____ Landlord Fax _____

Dependent: _____ Date of Birth _____ Age _____ Social Security No. _____

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Total Number of Occupants _____ Total Number of Dependents _____ Ages of Dependents _____ How Many Smoke _____

Pets (number and kind) _____ (an additional security deposit will be required for the amount of \$600.00 per dog. No Cats Allowed)

In Case of Personal Emergency, Notify _____ Phone (____) _____

Relationship _____ Address _____ City _____ State _____ Zip _____

PREVIOUS RESIDENCE HISTORY

PAST 5 YEARS

Previous Address _____ City _____ State _____ Zip _____

Month & Year Moved In _____ Reason For Moving _____

Landlord Name _____ Landlord Phone _____ Yrs/Mos At address _____

Previous Address _____ City _____ State _____ Zip _____

Month & Year Moved In _____ Reason For Moving _____

Landlord Name _____ Landlord Phone _____ Yrs/Mos At address _____

Previous Address _____ City _____ State _____ Zip _____

Month & Year Moved In _____ Reason For Moving _____

Landlord Name _____ Landlord Phone _____ Yrs/Mos At address _____

PRESENT EMPLOYMENT INFORMATION

NET Income must be verified for 2.5 times the rent amount

PRIMARY APPLICANT'S EMPLOYMENT

Length of Employment:

Employer Phone Number:

Employer: _____ Yr/Mo: _____ Phone: _____

COAPPLICANT'S EMPLOYMENT

Employer: _____ Yr/Mo: _____ Phone: _____

COAPPLICANT'S EMPLOYMENT

Employer: _____ Yr/Mo: _____ Phone: _____

ADDITIONAL INFORMATION

Have you ever declared bankruptcy _____ If so, when _____

Have you ever been evicted from a rental _____ If so, please explain _____

Have you ever had any judgments against you _____ If yes, please explain _____

Have you ever been convicted of any drug or alcohol related activity _____ If so, please explain _____

Have you ever been convicted of a felony related activity _____ If so, please explain _____

Do we have permission to contact References, employers, and previous landlords _____ If no, Why _____

REFERENCE INFORMATION

1st Reference Name _____ Phone () _____ Relationship _____ Years known _____

2nd Reference Name _____ Phone () _____ Relationship _____ Years known _____

3rd Reference Name _____ Phone () _____ Relationship _____ Years known _____

PLEASE LIST VEHICLE INFORMATION

Vehicle make & model _____ Color _____ Year _____ Lic # _____ State _____

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APPLICANT AND/OR CO-APPLICANT MUST NOT HAVE DRUG OR ALCOHOL RELATED OFFENSES WITHIN THE PAST YEAR. FELONY OFFENSES INCLUDING VIOLENT CRIMES, THEFT, SEXUAL OFFENSES, AND DRUG RELATED OFFENSES **MAY RESULT IN DENIAL OF APPLICATION**. SECURITY DEPOSIT AMOUNT MAY VARY ACCORDING TO CREDIT CHECK. I UNDERSTAND IF A SECURITY DEPOSIT IS PLACED ON ABOVE PROPERTY THAT IT WILL BECOME A **NON-REFUNDABLE FEE** IF I/WE CANCEL AND DO NOT SIGN A LEASE AGREEMENT. I HEREBY MAKE APPLICATION WITH N&C PROPERTY MANAGEMENT, LLC AND WARRANT THAT THE ABOVE INFORMATION IS TRUE. **I AUTHORIZE YOU TO CONTACT ANY REFERENCES THAT I HAVE LISTED AND TO CHECK OUR CREDIT RECORDS, CRIMINAL BACKGROUND, SEX OFFENSE REPORT, AND FURTHER.**

APPLICANT'S SIGNATURE _____ DATE: _____

OCCUPANT'S SIGNATURE _____ DATE: _____

OCCUPANT'S SIGNATURE _____ DATE: _____

OCCUPANT'S SIGNATURE _____ DATE: _____



N&C PROPERTY MANAGEMENT

Applicant Selection Guidelines and Criteria

Version: December 2016

N&C Property Management strives to maintain the highest of standards in Applicant selection for its properties. The following criteria have been standardized as a part of the selection process. All applicants 18 years or older must complete an application packet and be listed on the lease agreement as a responsible party.

If the application is approved, applicant(s) has thirty (30) days to execute a lease agreement, after which time a new application may be necessary. If a lease is not executed by an approved applicant within thirty (30) days of approval, then it could result in forfeiture of application fees. Leases will only be executed if 100% of projected security deposit is paid.

All properties are on a "first come, first serve" basis to applicants who sign a lease and pay the required security deposit. No property will be held for any length of time until the lease is signed and all deposits have been paid. If application is processed and the background check results in material issues that were not disclosed in the application, applicant will forfeit application fee. The Lease Agreement and accompanying documents are available for Applicant to review, upon request, once the application is approved.

Move in must be scheduled within seven (7) business days after receipt of 100% of all deposits or within seven (5) business days of the posted available date, whichever is sooner.

Income:

Applicant must provide proof of gross 3x monthly rent in combined income to be considered for lease. Acceptable forms are official company issued paycheck stubs, verifiable job offer on company letterhead, or verifiable affidavit of salary on company letterhead.

Self-employed applicants must supply the previous year's tax returns for proof of income. Company taxes must be accompanied with official proof of ownership (i.e. from licensed accountant, a business license, or copies of 1099 income statements)

Relocating applicants must provide verifiable documentation of employment and income within 50 miles of residence. Unemployed/Retired/Student applicants may supply the previous year's tax returns for proof of income, proof of student loans scheduled for disbursement during the lease term, statement of SSI, pension, or other retirement disbursements.

If applicant does not meet this guideline, they may put down the highest applicable security deposit plus a \$499 nonrefundable non-qualifying fee per person, assuming their combined gross monthly income exceeds 2x monthly rent. If applicant is unable to meet either of these guidelines, they may opt to have a suitable co-applicant/co-signer execute the lease agreement jointly. Full credit and background check will be performed on co-applicant/co-signer, who must meet the criteria.

Credit:

Applicant(s) must have an average credit score of 500 or above to be considered for lease. Credit scoring for security deposits criteria:

- Scores of 660 and above will pay a security deposit equal to \$100 more than one month's rental amount.
- Scores of 620 to 659 will pay a security deposit equal to 125% of one month's rental amount.
- Scores of 580 to 619 will pay a security deposit equal to 150% of one month's rental amount.
- Scores of 579 to 500 will pay a security deposit equal to 200% of one month's rental amount.
- Applicants that have a score below 500 or have no credit will pay a security deposit equal to 200% of one month's rental amount (i.e. 2 individuals apply, one has 750 credit and other has no credit. Security Deposit amount would be 200% one month's rental amount plus \$499 non-refundable non-qualifying fee).
- Roommates security deposit will be equal to 200% of one month's rental amount plus a \$499 non-refundable non-qualifying fee per person.

• If applicant does not meet any of these guidelines, and N&C Property Management deems applicant as trustworthy and able to make payments, the applicant may opt to have a co-applicant/co-signer execute the lease agreement jointly. Full credit and background check will be performed on co-applicant/co-signer, who must meet the criteria, in which case the security deposit would be to the criteria above along with a non-refundable fee of \$150 per co-applicant/cosigner.

Unused security deposits will be refunded to primary applicant within thirty (30) days after full of any lease agreement termination and/or submission of a forwarding address. Security deposit could be returned to another party, only after all parties on lease agreement present in writing to N&C Property Management the name of applicable party. In the event roommate(s) moves out and at least one remains an occupant, security deposits will not be refunded until all occupants move.

Criminal:

N&C Property Management will not lease to past sex offenders, or felons as listed in this criteria. A criminal background check will be conducted for each applicant. We do not accept co-signers or payment of lease value in full in lieu of fulfilling criminal history criteria.

- A conviction, guilty plea or no-contest plea, at any time for: any felony involving serious injury, kidnapping, death, arson, rape, sex crimes and/or child crimes, extensive property damage or drug-related offenses (sale, manufacture, delivery, or possession with intent to sell) Class A/Felony burglary robbery; or
- A conviction, guilty plea or no-contest plea, where the date of disposition, release or parole have occurred for: any other felony charges; or
- A conviction, guilty plea or no-contest plea, where the date of disposition, release or parole have occurred for: any misdemeanor or gross misdemeanor involving assault, intimidation, sex related, drug related (Sale, manufacture, delivery or possession) property damage or weapons charges; or
- A conviction, guilty plea or no-contest plea, where the date of disposition, release or parole have occurred for: any Class B or C misdemeanor in the above categories, or for misdemeanors involving Criminal Trespass I, theft, dishonesty or prostitution shall be grounds for denial of the rental application.
- Pending charges or outstanding warrants for any of the above will result in a suspension of the application process until charges are resolved. Upon resolution satisfactory to N&C Property Management, if an appropriate unit is still available, the processing of the application will be completed. No property will be held awaiting resolution of pending charges.

Bankruptcy:

Applicant shall not be in personal or business bankruptcy, nor shall be contemplating such bankruptcy to be considered for lease. If applicant is currently in bankruptcy proceedings, N&C Property Management may consider to waive these criteria with the highest applicable security deposit plus a \$499 non-refundable non-qualifying fee, as well as a letter from applicants' attorney stating they will not add N&C Property Management as an additional creditor in this or future bankruptcy proceedings.

Animals:

Applicant shall not have pets generally or legally considered to be a vicious breed. Notwithstanding previous, N&C Property Management reserves the right to not rent to tenants with pets, or limit number of pets. Applicants may be required to complete a separate application and pay any such application fees. Animal owners will be required to register their pet/assistant animal with N&C Property Management by providing copies of any applicable city license, vaccinations, and photo, list the name, breed, age, and color of animal. If you are caught with an unregistered animal, you will be imposed a \$1,500.00 fine. Pet owners will be required to pay for some or all of the following:

- Pet Deposit for dogs is \$600.00 (refundable based on condition of premises) per dog with a limit of 2 dogs per household.
- A monthly non-refundable fee of \$60.00 per month

Eviction:

If applicant has been involved in eviction in the previous 12 months; N&C Property Management may refuse to lease property to applicant, or may require 2x any applicable security deposit.

Occupancy:

Applicant understands that two (2) unrelated parties constitute a roommate classification. Dwellings have a regular occupancy of two (2) persons per bedroom and units are based for maximum occupancy based on these criteria.

Rooms not designated as a bedroom may not be used for sleeping. If a family has children that exceed this occupancy there will be a \$200 per occupant above the maximum added to security deposit (i.e. a family of 10 applies for a 3 bedroom unit they will have \$800 added to the security deposit.

No Smoking:

N&C Property Management prohibits smoking inside its properties. Tenants are prohibited from burning incense or candles. If you are caught smoking or burning incense or candles inside any unit, you will be imposed a \$2,000 fine.

Insurance:

All tenants will be automatically be signed up for renter's insurance through Renters Legal Liability, LLC (RLL) at a charge of \$15 per month. You will have the option to opt-out. The only way to opt-out is to provide proof of identical coverage from the tenants' insurance company, within 48 hours of occupancy, naming N&C Property Management and the owner of the property you are residing in.

N&C Property Management will not base any decision criteria on factors including Sex, Familial Status, Race, Religion, Creed, National Origin, or Disability. State and/or local laws may include additional classes, which are protected from discrimination in housing. Applicants could be rejected for reasons of insufficient income, criminal history, and insufficient credit history. Along with incomplete information, including, but not limited to application, pet application, assistant animal application, proof of income information, and proof of personal identification.



N&C PROPERTY MANAGEMENT

APPLICANTS ARE REQUIRED TO PROVIDE PHOTO OF ANIMAL, COPY OF CITY LICENSE (IF APPLICABLE), AND VACCINATIONS. NOTE: The application fee is non-refundable.

Applicant Name: _____

Current Address: _____

Animal (s) Name: _____ Breed: _____ Color: _____ Weight: _____

Prescribing Authority: _____

Contact Number: (____) _____ Fax Number: (____) _____ Email: _____

City License #: _____ Exp. Date: _____ Rabies Tag #: _____ Exp. Date: _____

Emergency Animal Guardian: _____ Number: (____) _____

Photo: _____ License: _____ Vaccinations: _____ Prescription: _____ Other: _____

BY SIGNING BELOW, APPLICANT APPROVES PRESCRIBING AUTHORITY TO REVEAL REQUESTED INFORMATION REQUIRED FOR PROOF OF SERVICE COMPANION ANIMAL FOR THE RENTAL REQUESTED. FURTHERMORE, THE FACT THAT THE APPLICANT HAS A SERVICE COMPANION ANIMAL IN NO WAY AFFECTS THE APPROVAL OR DENIAL OF APPLICANT STATUS.

Applicant/Guardian Signature: _____ Date: _____

Prescribing Authority:

I certify that _____ has a physical/mental (circle) disability which meets the definition to prescribe this assistant animal.

I verify that this requested is directly related to his/her disability and is necessary to afford his/her the opportunity to access housing, maintain housing, or fully use/enjoy house. (Necessary indicates necessity as opposed to only the matter of convenience of preference)

Prescribing Authority Signature: _____ Date: _____

Printed Name: _____ Title: _____

Address: _____ Phone: _____