

# Palmetto Shores Property Management

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1376

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## **RENTAL APPLICATION**

**NOTE: Please read the information below before filling out the rental application on the subsequent pages. PRINT LEGIBLY. Incomplete or illegible information may prevent or delay processing. Include city, state and zip codes in addresses. We MUST have names and phone numbers of your current and previous landlords.**

1. When you turn in your application, include your non-refundable credit application fee of **\$50.00**, which needs to be **cash, money order or cashier's check only**. Without the \$50.00, we will be unable to process your application. Because we process completed applications on a first come, first serve basis, should another prospective tenant return their completed information with fees paid, they will be processed first.
2. A copy of your driver's license is required, as well as a copy of verification of income (i.e. pay stub, etc.). The application may be denied if it is incomplete, incorrect or there is insufficient information. **Please fill in all blanks.** If you need more room, you may use the back of the application.
3. An earnest deposit must be **cash, money order or cashier's check** only and in the amount of at least **\$100.00**, unless otherwise stated. This insures that we will no longer process applications for the specified property until your application is approved or denied. Once your application is processed, this earnest money will be applied to the security deposit due or refunded, dependent upon approval or denial of application. **If the application is approved and you fail to sign the lease agreement within 5 business days, the earnest deposit is forfeited by you.**
4. Upon returning all required information and fees, please allow *24 to 48 hours* to process your application; this is dependent upon the amount of difficulty in contacting your rental and credit references. If you wish to find out the status of your application, you may contact us 24 hours after returning your application.
5. Should credit problems arise, we allow a co-signer and/or double security deposit if your negative credit falls within certain margins and you satisfy the other requirements. If this situation arises and a co-signer is needed, the prospective co-signer will need to complete an additional application and pay an additional application fee of \$50.00.
6. If your application is denied, you will be contacted by telephone and/or mail. If you would like to inquire about any problems with your credit, your denial letter has all the pertinent information.
7. **If approved, the security deposit must be paid when the lease is signed and first month's rent must be paid in full upon receiving the keys to move into the home. Payment must be in the form of cash, money order or cashier's check.** If this condition is not met, your application will be considered invalid and you will not be able to move into the home.
8. We accept animals at some of our properties. We do not accept animals that are considered aggressive breeds because of insurance issues. (We have a list.) **Fish Tank** (limit 10 gallons) - Any thing over this capacity will require proof of renter's insurance and waterbed liability. The following non-refundable fee requirements apply: **Dog** - \$200 per animal (limit number, size and breed); **Cat** - \$200 per animal (limit number); **Bird** - \$100 per bird larger than a parakeet or canary (limit number). All damages caused by a fish tank or animal are the sole responsibility of the tenant.

**If you have any questions, feel free to call us at (843) 525-1677.**

**We thank you for choosing us and we look forward to moving you into your new home!**

**APPLICANT'S FULL NAME** \_\_\_\_\_

**The undersigned hereby makes an application to rent the property located at:**

Anticipated Move Date: \_\_\_\_\_ Monthly Rent: \$ \_\_\_\_\_

**APPLICANT INFORMATION**

Home Phone: (\_\_\_\_) \_\_\_\_\_ Cell Phone: (\_\_\_\_) \_\_\_\_\_

Work Phone: (\_\_\_\_) \_\_\_\_\_ E-mail Address: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Social Security No.: \_\_\_\_\_

Driver's License: \_\_\_\_\_ State: \_\_\_\_\_

**Current Address** \_\_\_\_\_

Landlord \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_ Rent \$ \_\_\_\_\_

Month/Year Moved in \_\_\_\_\_ Reason for Leaving \_\_\_\_\_

**RESIDENTIAL HISTORY**

**Previous Address** \_\_\_\_\_ Rent \$ \_\_\_\_\_

Landlord \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_

Reason for Leaving \_\_\_\_\_

**Previous Address** \_\_\_\_\_ Rent \$ \_\_\_\_\_

Landlord \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_

Reason for Leaving \_\_\_\_\_

**EMPLOYMENT INFORMATION**

Employment Status:  Full Time  Part Time  Student  Unemployed  Retired

Employer \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_

Position/Title \_\_\_\_\_ Length of Employment \_\_\_\_\_

Supervisor \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_

Salary / Income \$ \_\_\_\_\_ PER MONTH Average Hours Worked per Week \_\_\_\_\_

**OTHER SOURCES OF INCOME**

If you have other sources of income that you would like us to consider, please list income, source, and person (banker, employer, etc.) who we may contact for confirmation. You do not have to reveal alimony, child support, or spouse's annual income unless you want us to consider it in this application.

Amount \$ \_\_\_\_\_ PER MONTH Source Name: \_\_\_\_\_

Source Phone: ( ) \_\_\_\_\_

Type of Income: \_\_\_\_\_

**CREDIT HISTORY**

**Please Describe Your Credit History:**

- 1. Have you declared bankruptcy in the past seven (7) years? Yes \_\_\_\_\_ No \_\_\_\_\_
- 2. Have you ever had an eviction filed against you? Yes \_\_\_\_\_ No \_\_\_\_\_
- 3. Have you ever been evicted from a rental residence? Yes \_\_\_\_\_ No \_\_\_\_\_
- 4. Have you ever had a foreclosure/repossession? Yes \_\_\_\_\_ No \_\_\_\_\_
- 5. Have you had two or more late rental payments in the past year? Yes \_\_\_\_\_ No \_\_\_\_\_
- 6. Have you ever willfully or intentionally refused to pay rent when due? Yes \_\_\_\_\_ No \_\_\_\_\_
- 7. If you have answered yes to any of the above, please explain \_\_\_\_\_

**CRIMINAL HISTORY**

- 1. Have you ever been arrested in the last 3 years? Yes \_\_\_\_\_ No \_\_\_\_\_
- 2. Have you ever been convicted of a crime, other than a traffic violation? Yes \_\_\_\_\_ No \_\_\_\_\_
- 3. Have you ever been convicted of a felony? Yes \_\_\_\_\_ No \_\_\_\_\_
- 4. If you have answered "Yes" to any of the above, please explain: \_\_\_\_\_

**FINANCIAL INFORMATION**

**Bank Accounts:**

Name \_\_\_\_\_ Type of Acct \_\_\_\_\_

Name \_\_\_\_\_ Type of Acct \_\_\_\_\_

**OTHER OCCUPANTS UNDER THE AGE OF 18** (Use back of page for more names)

Full Name \_\_\_\_\_ Birthdate \_\_\_\_\_

Full Name \_\_\_\_\_ Birthdate \_\_\_\_\_

Full Name \_\_\_\_\_ Birthdate \_\_\_\_\_

Full Name \_\_\_\_\_ Birthdate \_\_\_\_\_

**Do you or the other prospective tenants in your household smoke? \_\_\_ Yes \_\_\_ No**

**VEHICLE INFORMATION - List ALL vehicles to be kept at this property**

Make \_\_\_\_\_ Color \_\_\_\_\_ Model \_\_\_\_\_ Year \_\_\_\_\_ Plate # \_\_\_\_\_

Make \_\_\_\_\_ Color \_\_\_\_\_ Model \_\_\_\_\_ Year \_\_\_\_\_ Plate # \_\_\_\_\_

Make \_\_\_\_\_ Color \_\_\_\_\_ Model \_\_\_\_\_ Year \_\_\_\_\_ Plate # \_\_\_\_\_

Make \_\_\_\_\_ Color \_\_\_\_\_ Model \_\_\_\_\_ Year \_\_\_\_\_ Plate # \_\_\_\_\_

\_\_\_\_\_

**PERSONAL REFERENCES**

**(List 2 persons, OTHER THAN RELATIVES that we may contact to verify your character.)**

Name \_\_\_\_\_ Relationship \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_

Name \_\_\_\_\_ Relationship \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_

**EMERGENCY CONTACT – In an emergency you may contact:**

Name \_\_\_\_\_ Address \_\_\_\_\_

Phone ( ) \_\_\_\_\_ Relationship \_\_\_\_\_

**PETS**

**Pets are NOT allowed at any time on the premises without prior Management consent and payment of fees. NO EXCEPTIONS.**

Do you own a pet? YES \_\_\_\_\_ NO \_\_\_\_\_ If YES, how many? \_\_\_\_\_

Pet's Breed \_\_\_\_\_ Age \_\_\_\_\_ Weight \_\_\_\_\_

Pet's Breed \_\_\_\_\_ Age \_\_\_\_\_ Weight \_\_\_\_\_

**RELEASE OF INFORMATION AUTHORIZATION**

*Applicant certifies under penalty of perjury that all the information given above is true and correct and understands that the lease or rental agreement may be terminated if I have made any material false or incomplete statements in this application. As a material inducement to be considered as a tenant for the Premises, I herewith consent to and authorize Palmetto Shores Management or any agent of same, to contact all references named in this application, and to conduct a credit review, including obtaining my credit report from any authorized credit reporting agency.*

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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**THIS SECTION IS TO BE COMPLETED BY THE PROPERTY MANAGER**

**PROPERTY ADDRESS:** \_\_\_\_\_

**APPLICATION FEE PAID:** Yes \_\_\_ No \_\_\_ Amount \$ \_\_\_\_\_ Check # \_\_\_\_\_

**APPLICATION PROCESSED:** Approved \_\_\_\_\_ Denied \_\_\_\_\_

Move-In Date: \_\_\_\_\_ Total Rent Due \$ \_\_\_\_\_

Minus Earnest Deposit: \_\_\_\_\_ (\$ \_\_\_\_\_)

Security Deposit Due \$ \_\_\_\_\_

Other Deposits Due: \_\_\_\_\_ \$ \_\_\_\_\_

Total Trust Money Due \$ \_\_\_\_\_

\$/Day: \_\_\_\_\_ **TOTAL DUE BEFORE OCCUPANCY** \$ \_\_\_\_\_