

# Shadow Mountain Property Management

20 East State Rte. 89A Ste. 103 Cottonwood, Az. 86326

Off. (928) 634-2066 Fax: (928)634-2098

www.shadowrentals.com

## **RENTAL APPLICATION** **PLEASE READ CAREFULLY**

1. Every occupant over 18 years of age will be required to fill out and sign the application for a credit report/background check with a **\$25.00 per person fee. This fee must be paid with cash or a money order.**

This is a non-refundable fee. A property may not be rented without a completed application submitted, and processed by our office. We will also check your work, rental, and criminal history.

We require a valid driver's license or photo identification with picture and address.

Applicant may be declined for poor or insufficient credit accounts, unfavorable rental history, or work history.

Co-signers may be considered in lieu of poor or insufficient credit accounts and will be responsible for all charges if tenant does not abide by his/her lease agreement.

2. If you have been approved for tenancy by Shadow Mountain Property Management, the following will be required:

\* We will hold a property for 3 weeks with a holding deposit contract that is filled out and signed by all parties that will be on the rental agreement. A holding deposit shows all of the charges and your payments.

\* A deposit for an agreed upon amount must be paid in order to take it off our property rental list and hold that property for you. That fee must be paid in secured funds such as a money order or cashiers check. You can not use the security deposit as your last months rent. Property is not held or secured for you until funds are accepted in our office. Once an applicant has given funds to secure a property, the funds are non-refundable if applicant should decide to not take property prior to move in date.

\* A rental agreement must be signed by all occupants and co-signers. All monies due are payable in **cashiers check or money order**, and must be paid in full before keys will be issued and allowed access. Also, all utility receipts must be turned into our office before keys will be given to any tenant.

**NO CASH IS ACCEPTED FOR DEPOSITS OR RENT AT ANY TIME**

3. Security and cleaning deposit are as follows:

\* Security deposits will be equal to the rent amount unless otherwise stated.

\* Cleaning deposits are \$350.00 and up depending on the property.

\* Pet deposits are \$350.00 for 2 pets. More than 2 pets is \$100. per pet if accepted by management

\* No Smoking inside of the dwelling.

\* Sales tax, utilities are not included in the listed rental price unless otherwise stated.

\* A \$9.00 monthly administration fee is not included in the listed rental price.

I/we recognize that this rental application is subject to acceptance or rejection. I/we state that the information on this application is true and complete under penalty of law. Any misrepresentation could result in termination of rental contract, and all deposits shall be forfeited.

I/We understand that if after approval, I/we choose not to rent this property for any reason, I/we forfeit the amount of holding deposit with no exceptions.

Applicant Signature \_\_\_\_\_

Date \_\_\_\_\_

Applicant Signature \_\_\_\_\_

Date \_\_\_\_\_

**SHADOW MOUNTAIN PROPERTY MANAGEMENT**

20 E. State Rte. 89A Ste. 103 Cottonwood, AZ. 86326

(928) 634-2066 Fax: (928) 634-2098

**RENTAL APPLICATION**

ALL PERSONS 18 YEARS OR OLDER MUST COMPLETE AN APPLICATION FOR A CREDIT REPORT

**\$25. FEE FOR EACH APPLICANT YOU MUST BRING A PICTURE ID OR DRIVER'S LICENSE**

**Application fee MUST BE CASH OR MONEY ORDER**

Property Address \_\_\_\_\_ Am't C.R. \$ \_\_\_\_\_

TERM of LEASE WANTED: \_\_\_\_\_ RENT AMOUNT \$ \_\_\_\_\_ PLUS TAX, \_\_\_\_\_

ADMIN FEE, SEWER FEES, AND CLUBHOUSE FEES WHERE APPLICABLE. Requested move in date \_\_\_\_\_

Name: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Social Security Number: \_\_\_\_\_

Driver's License Number, State, Expiration Date \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_ Cell \_\_\_\_\_

Fax: \_\_\_\_\_ Email Address: \_\_\_\_\_

**Current Address:** \_\_\_\_\_ City \_\_\_\_\_

State \_\_\_\_\_ Zip \_\_\_\_\_ How long at this address: \_\_\_\_\_ Monthly rent \$ \_\_\_\_\_

Previous Landlord name \_\_\_\_\_ Landlord phone \_\_\_\_\_

Why are you leaving this address? \_\_\_\_\_

Have you given your Landlord proper notice? \_\_\_\_\_ Rent Am't\$ \_\_\_\_\_

Previous Address: \_\_\_\_\_ landlord phone \_\_\_\_\_

**Current Occupation:** \_\_\_\_\_ Company Name \_\_\_\_\_

Address: \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Employer Contact person: \_\_\_\_\_ Phone \_\_\_\_\_

How Long at This Job? \_\_\_\_\_ Monthly Gross Income: \$ \_\_\_\_\_

Previous occupation: \_\_\_\_\_ Employer Contact \_\_\_\_\_

Employer Phone \_\_\_\_\_ Monthly Gross Income: \$ \_\_\_\_\_

Have You Ever Filed Bankruptcy? \_\_\_\_\_ If Yes, Date of Filing: \_\_\_\_\_ Date Satisfied: \_\_\_\_\_

Have You Ever Been Charged With a Crime \_\_\_\_\_ If Yes, Explain: \_\_\_\_\_

Have You Ever Been Evicted From Any Home? \_\_\_\_\_ Explain: \_\_\_\_\_

Have You Ever Refused To Pay Rent? \_\_\_\_\_ If Yes, Explain: \_\_\_\_\_

Applicant's Personal References: NAME/ADDRESS/PHONE NUMBER

1. \_\_\_\_\_

2. \_\_\_\_\_

Applicant's Nearest Relative not living at this address: NAME/ADDRESS/PHONE for (EMERGENCY)

1. \_\_\_\_\_

**CO-APPICANT / CO-SIGNER**

**YOU MUST BRING A PICTURE ID CARD OR DRIVER'S LICENSE WITH YOU. COPIES WILL NOT BE ACCEPTED**

**ALL PERSONS 18 YEARS OR OLDER MUST COMPLETE AN APPLICATION FOR A CREDIT REPORT**

**\$25. FEE FOR EACH APPLICANT \*\*MUST BE CASH OR MONEY ORDER**

Property Address: \_\_\_\_\_

TERM of LEASE WANTED: \_\_\_\_\_ RENT:\$ \_\_\_\_\_ PLUS TAX, ADMIN FEE,  
SEWER FEES, AND CLUBHOUSE FEES WHERE APPLICABLE. Requested move in date \_\_\_\_\_

Name: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Social Security Number: \_\_\_\_\_

Driver's License Number, State, Expiration Date \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_ Cell: \_\_\_\_\_

Fax: \_\_\_\_\_ E-Mail Address: \_\_\_\_\_

**Current Address:** \_\_\_\_\_ City \_\_\_\_\_

State \_\_\_\_\_ Zip \_\_\_\_\_ How long at this address: \_\_\_\_\_ Monthly rent \$ \_\_\_\_\_

**Current Landlord name** \_\_\_\_\_ **Landlord phone** \_\_\_\_\_

Why are you leaving this address? \_\_\_\_\_

Have you given your Landlord proper notice? \_\_\_\_\_ Rent \$ \_\_\_\_\_

Previous Address: \_\_\_\_\_ landlord phone \_\_\_\_\_

**Current Occupation:** \_\_\_\_\_ Company Name \_\_\_\_\_

Company Address: \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Employer Contact: \_\_\_\_\_ Phone \_\_\_\_\_

Monthly Gross Income: \$ \_\_\_\_\_ How Long at This Job? \_\_\_\_\_

Previous occupation: \_\_\_\_\_

Monthly Gross Income: \$ \_\_\_\_\_ Employer Contact \_\_\_\_\_

Have You Ever Filed Bankruptcy? \_\_\_\_\_ If Yes, Date of Filing: \_\_\_\_\_ Date Satisfied: \_\_\_\_\_

Have You Ever Been Charged With a Crime \_\_\_\_\_ If Yes, Explain: \_\_\_\_\_

Have You Ever Been Evicted From Any Home? \_\_\_\_\_ Explain: \_\_\_\_\_

Have You Ever Refused To Pay Rent? \_\_\_\_\_ If Yes, Explain: \_\_\_\_\_

Applicant's Personal References: NAME/ADDRESS/PHONE NUMBER

1. \_\_\_\_\_

2. \_\_\_\_\_

Applicant's Nearest Relative not living at this address: NAME/ADDRESS/PHONE for (EMERGENCY)

1. \_\_\_\_\_

Names and Ages of ALL Occupants that will reside at this address:

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_
- 3. \_\_\_\_\_
- 4. \_\_\_\_\_
- 5. \_\_\_\_\_
- 6. \_\_\_\_\_

**VEHICLES YOU WILL BE PARKING AT PROPERTY-  
ALL VEHICLES MUST BE LICENSED AND IN RUNNING ORDER**

<b>Car/Make/Model/Color: Year</b>	<b>License Plate #</b>	<b>Car/Make/Model/Color</b>	<b>License Plate #</b>
_____	_____	_____	_____
_____	_____	_____	_____

**\*\*PETS YOU INTEND TO KEEP AT THE PROPERTY- You Must have authorization for all pets  
What breed/type of pets?**

\_\_\_\_\_ **Age** \_\_\_\_\_

\_\_\_\_\_ **Age** \_\_\_\_\_

**I/WE DECLARE THAT THE FOREGOING INFORMATION IS TRUE AND CORRECT.  
I/WE AUTHORIZE VERIFICATION OF ALL INFORMATION AND THE OBTAINING OF A CREDIT  
REPORT**

**I agree that the Landlord may terminate any agreement entered into due to any miss-statements made.  
By signing my name below, I agree to all of the terms and conditions stipulated on this application.**

**X** \_\_\_\_\_ **Tenant** \_\_\_\_\_ **Date**

\_\_\_\_\_ **Tenant** \_\_\_\_\_ **Date**

\_\_\_\_\_ **Tenant** \_\_\_\_\_ **Date**

\_\_\_\_\_ **Agent** \_\_\_\_\_ **Date**

**ALL DEPOSIT MONIES PAID PRIOR TO MOVE IN MUST BE IN THE FORM OF  
SECURED FUNDS SUCH AS A MONEY ORDER/CASHIERS CHECK**