

Century 21 All Star, Realtors Property Management

10320 W. McDowell Road, Suite E-5013
Avondale, AZ 85392
Office: 623-594-5500 Fax: 623-594-9844

430 W. Warner Road
Tempe, AZ 85284
Office: 480-831-2221 Fax: 480-831-6500

Century 21 All Star, Realtors Property Management welcomes all applicants and supports Fair Housing. We do not refuse to lease any property nor do we discriminate against a person because of sex, marital status, race, creed, religion, age, familial status, physical or mental handicap, color or national origin.

LEASING APPLICATION AND POLICIES

Upon application for a property for lease, you must complete and sign the Lease Application and submit it to our office with a copy of your Driver's License or other picture ID along with a \$300 earnest deposit (refundable if not approved), and a \$35.00 non-refundable application fee (per adult 18 years of age or older). **No application will be processed without these items.**

Refund Policy: Upon approval, you must remit the balance of the entire security deposit in certified funds, equal to one month's rent made payable to CENTURY 21 ALL STAR, REALTORS, and sign the lease agreement within 72 hours. The security deposit becomes NON-REFUNDABLE if applicant fails to take occupancy on the specified date or changes their decision on occupancy for any reason.

You must meet CENTURY 21 ALL STAR, REALTORS Property Management's approval of the following in order for your application to be considered. All occupants over the age of eighteen (18) must complete an application and submit an application fee. All adult occupants will be signers on the lease. There are no exceptions to this.

- A. Income You must have verifiable income in the amount of 2 ½ times the monthly rent for a minimum of one (1) year. Married couples and related residents over the age of 18 may combine their income. Unrelated applicants must submit separate applications.
- B. Credit/Criminal Credit and Criminal backgrounds will be checked through Experian. Previous evictions, and unpaid rents will not be accepted. No one convicted of a violent crime, property crime or felony will be approved.
- C. Rental History Current and previous Landlords will be contacted.
- D. Occupancy The number of occupants may not exceed two (2) persons per bedroom.
- E. Pets Not all property owners will accept pets. Please contact our office for pet requirements on specific properties. Minimum pet deposit is \$200 per pet, not applicable to service animals.
- F. Deposits Security deposit, equal to 1 month's rent, and non-refundable cleaning/redecorating deposit of \$300.

All applications are accepted on a 'first come, first served basis', however we do not take a property off the market until the application has been approved, security deposit received and the lease signed. Every attempt will be made to process your application within 48 hours of receipt, excluding Saturday and Sunday. Any application that is incomplete or bears false information shall be rejected.

If the property you are applying for is located within a Homeowner's Association, you will be expected to abide by the CC&R's and Rules and Regulations of said Association. You can request a copy of these from the Property Management office.

You will be required to pay the first month's rent and all other deposits, in certified funds on or before your move in date.

The applicant(s) acknowledges that he/she has read, understands and agrees to the above policies and that:

Within 72 hours of notification of my approval, I must

1. Execute Century 21 All Star, Realtors Property Management Lease Agreement and associated addendums (copies are available for me to pick up and review at the Property Management office) and
2. Pay any and all additional deposits in certified funds.

I further understand that I am responsible for my own renter's insurance coverage for my personal property. Your personal property is not covered by the Owner.

Century 21 All Star, Realtors and their employees are agents of, and represent, the Property Owner. The lease will be between the applicants and the Property Management as Agent for the Owner.

Applicant	Date	Applicant	Date
Received by Agent: _____			
Name	Date	Time	
Application Fee Received: _____ Earnest Deposit Received: _____			
Amount	Date	Amount	Date