



## Rental Process & Application Disclosure

As part of Sunset Palms Property Management rental process, all adult applicants 18 or older must submit a completed, dated and signed residency application along with the appropriate fee. Applicant must also provide a copy of valid photo identification. A non-refundable application fee of \$45.00 will be required for each adult applicant. Applicant may be required to be approved by a condo/homeowner's association and may have to pay an additional application fee, security, or damage deposit.

As part of this application process, you are consenting that for each person named on the lease or application, we will;

- (1) Pull a full credit report; and
- (2) Check the public records for any past evictions; and
- (3) Verify your employment and income; applicants must have a combined gross income of at least three (3) times the monthly rent. Incomes must be verified in writing, applicant may provide recent pay stubs, self employed individuals must provide the previous year tax return as proof of income, and
- (4) Verify your previous landlord references; a minimum of two years of satisfactory residential history is required; and
- (5) Pull a criminal background history check.

**Please Note:** *Your application will not be approved if you have any prior criminal convictions; arrest history; have bad credit; bad references; have ever been evicted in the past 7 years. Co-signers may be considered on an individual basis. Co-signers are accepted at the manager's discretion only and must meet all qualifying requirements.*

### **The \$45.00 Application fee is Non-Refundable.**

It is entirely possible that Sunset Palms Property Management may receive multiple applications from unrelated individual applicants for the same property at approximately the same time. If such is the case, we will process all applications for consideration and in our sole discretion deem the best applicant, which may not necessarily be the first application received. In such cases, more than one applicant may be approved, however only one will eventually be accepted. Because we represent the best interest of the rental property, we will accept the most qualified application.



In order to evaluate the various applications it is necessary for Sunset Palms Property Management to expend time and cost in obtaining credit reports, criminal reports, as well as other administrative cost. Therefore, it is our policy that the application fee is non-refundable. If your application is accepted, but not the approved one for the property for which you are applying, you may consider applying for other available properties that we may have, without payment of an additional application fee.

The current occupancy standard of properties managed by Sunset Palms Property Management is as follows: 1) A maximum of 2 persons per bedroom and 2) Prohibits the rental of a property where more than two (2) unrelated adults will be living.

Once you have been notified of your approval, you are required to submit a holding/security deposit (by cashier's check or money order), within 24 hours of your approval notification. Once approved and payment of the deposit is paid, your deposit is non-refundable. In the event that you fail to enter into a lease agreement or refuse to take possession of the property on or before the rental date, you shall forfeit these funds as liquidated damages. Due to the high demand for rental homes, we will not hold the property you applied for off the rental market for more than 24 hours unless you provide the required deposit. If you do not comply with this requirement, we may rent the home you applied for to someone else, and your application fee is non-refundable.

No pets (with the exception of medically necessary pets) of any kind are permitted without the specific written permission of Sunset Palms Property Management, and will require an additional pet fee starting at \$200.00 per pet. Some properties may require higher pet fees. If this is the case, you will be notified at the time of the application.

***In any event, the following pets will not be accepted, GERMAN SHEPHERDS, DOBERMANS, PIT BULLS, CHOWS, OR ROTTWEILERS.***



Security deposits are security for faithful performance by tenants of all terms, covenants, and conditions of the lease agreement.

***NOTE: Security deposits will never be used or accepted as a last month's rent.***

Security deposits are security for faithful performance by tenants of all terms, covenants, and conditions of the lease agreement. Unless a claim of breach of lease or damages, the security deposit is refundable when the tenants move out of the property at the expiration of the lease term, less a \$150.00 administrative fee.

This "Rental Process and Application Disclosure" is hereby made an integral part of my/our rental application. I/we do hereby acknowledge that I/we understand and agree to the terms of application and rental process as described herein. I/we further acknowledge that I/we have seen and previewed the rental property (both inside and outside) for which we are applying.

I/we have read and understand the terms and conditions as set forth herein. With my/our signature(s) I/we consent to a credit, income & criminal checks as needed to determine our eligibility.

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date