Globus International LLC

Real Estate and Development Rental Application

NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

PHONE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

E-MAIL: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Current Address\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ HOW LONG: \_\_\_\_\_\_\_\_\_\_

**Apartment Size Desired: \_\_\_\_\_\_\_ Bedroom(s) When would you like to move in? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Applicant Social Security Number: \_\_\_\_\_\_\_\_\_ - \_\_\_\_\_\_\_ -\_\_\_\_\_\_\_\_\_\_ Date of Birth: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Names/DOB of additional occupants who will reside in home;**

**Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date of Birth \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date of Birth \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date of Birth \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Reason for moving: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Employer / Source of Income: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Start Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Gross Income, (Before Deductions) $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, per \_\_\_\_\_\_\_\_\_\_\_\_\_**

**In an emergency whom should we contact: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Relationship: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Car(s):**

**Make: Model: Color: Year: \_\_\_\_ License Plate #: \_\_\_\_\_\_\_\_**

**Make: Model: Color: Year: \_\_\_ License Plate #: \_\_\_\_\_\_\_\_\_**

**I warrant that all statements above are true and may be used by the landlord and managing agent in accepting or rejecting my application. By signing this application, I authorize my employer to verify my employment and income. I hereby consent to have the Landlord request a credit check from any applicable credit rating bureau to determine my creditworthiness.**

**Applicant’s Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

PO BOX 1512

Binghamton, NY 13902-1512

607.689.3016

Belleview Townhouses, Cortland NY. / Hickory Estates, Owego NY.

 Manchester Court, Endicott NY. / Quail Bay, Corning NY-Painted Post NY

**RENTAL CRITERIA**

* Satisfactory credit history (Property Manager will obtain Credit Report)
* Income verification and indication of applicant’s continued prospects for this income, as follows:
	+ Pay stubs from last two pay periods
	+ Copies of tax returns for last 2 years for self-employed, or
	+ Copy of offer letter for new hires.
* Rent to income ratio should not exceed 30%
* Debt to income ratio should not exceed 60%
* Income from non-related persons cannot be combined to qualify.
* Tenant signing the lease must qualify; no parents, agencies,

co-signer or third party agreements accepted.

* Tenant must sign a one-year lease and pay a one-month security deposit.
* Tenant signing lease must live in the apartment.
* Maximum occupancy: 2 persons per bedroom.
* Only one person signs the lease. Legally related persons sharing the apartment may combine income to qualify.
* Smoking is prohibited inside the apartment, or within 15 feet of any building.

Management will not discriminate on the basis of race, color, nationality, gender, family status, religion, sex, or any other characteristics protected by all applicable state and federal discrimination laws.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Prospective Tenant Date

Pet Policy

We welcome you to bring a pet to your new apartment home as long as it meets our guidelines. We are committed to keeping the grounds and your individual homes up to the standards you have come to expect and enjoy. As a pet Owner (or future pet Owner), you know that all animals require special care and supervision.

1. Only cats, caged animals such as birds or reptiles, and aquariums are allowed in the Apartment. **Some dogs of any kind** are allowed at some locations. The Property Manager may refuse any animal inappropriate to an apartment lifestyle.
2. Cats must be neutered and written evidence of this is required. No more than 2 cats per apartment. Aquariums must be 30 gallons or less except in ground floor apartments. Birds, reptiles, etc. must be caged and not loose in the apartment.
3. Every pet must be registered with both the Property Manager’s office. You will be required to sign a Pet Agreementat the Property Manager’s office, show the animal to the Property Manager if asked to do so, and provide evidence of the animal’s vaccinations and registration tags. The Property Manager will approve an animal on a case-by-case basis, regardless of breed.
4. There is a one-time, **non-refundable pet fee of $300.00 for the 1st pet and if 2 are approved, there is an additional non-refundable pet fee of $150** due when any animal comes to live at your apartment at any time during your tenancy. This includes birds, fish, etc.
5. There is also a **Refundable Security Deposit** **of $500 per household**. This will be refunded when the apartment is returned in same condition as move in.
6. You are ultimately responsible for your animal’s behavior. Aggressive or noisy animals will not be tolerated and you will be asked to remove the animal. You MUST PICK UP AFTER YOUR PET/S INSIDE AND OUTSIDE. NO ONE SHOULD HAVE TO STEP IN POOP.
7. The Property Manager reserves the right to require you to remove your pet immediately, without recourse and without returning your pet fee.

TENANT HAS READ THE PET POLICY AND AGREES TO ALL THE TERMS.

Acknowledged and agreed to:

Prospective Tenant \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Landlord Reference Letter

Applicant’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Current Landlord’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Landlord’s Phone: (\_\_\_\_\_\_\_\_) \_\_\_\_\_\_\_\_\_\_ - \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Applicant’s permission for current or former Landlord to release information:

“I here by authorize the release of requested information about me.”

Signed\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Dated\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**OFFICE USE ONLY**

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Dear Landlord,

Address of premises rented: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Rent Payment History: \_\_\_\_\_\_\_Tenant was always on time with rent

 \_\_\_\_\_\_\_Tenant was usually on time with rent

 \_\_\_\_\_\_\_Tenant was usually late paying rent

 \_\_\_\_\_\_\_Tenant currently owes unpaid rent or other charges

Apartment Condition: \_\_\_\_\_\_\_Tenant kept residence clean and in good condition

 \_\_\_\_\_\_\_Tenant kept residence dirty and/or cluttered

 \_\_\_\_\_\_\_Tenant allowed residence to be damaged by maintenance neglect

 \_\_\_\_\_\_\_Tenant damaged residence by his/her actions

Rule Compliance: \_\_\_\_\_\_\_Tenant followed rules, no complaints

 \_\_\_\_\_\_\_Tenant received one or more complaints for noise or violations

 \_\_\_\_\_\_\_Tenant received frequent complaints and violations of rules

Notes:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signed:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Title:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Print Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_