

**Property Solutions Real Estate Co.**

405 S. Muskogee Ave. Tahlequah, Ok. 74464

(918) 457-4100

fax 918-453-0605

*I certify that all information given in the rental application is true and correct. I understand that if any information is deemed incorrect before or after signing a lease can terminate my eligibility or lease agreement. I understand that any monies, referred to as "deposit" conveyed by potential leasee to lessor for the purpose of "Holding" a property will be kept by Property Solutions Management Co., LLC or TPI., Inc.*

*If the potential leasee, for any reason, does not take possession of property or sign a lease. This Holding Fee is therefore considered non-refundable until a lease agreement is signed by both leasee to lessor. Leasee must take possession of property within 7 days or "Holding Fee" is forfeited by Leasee, unless other arrangements have been made in writing and signed by both parties. When the lease is signed by all parties, the monies will be applied to the amount due for tenant move in costs.*

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

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

**SECTION 1. RENTAL/LEASE INFORMATION**

Address of property you wish to rent: \_\_\_\_\_ City \_\_\_\_\_

Requested Possession Date: \_\_\_\_\_

**AMOUNTS DUE PRIOR TO OCCUPANCY:**

Monthly rent: \$ \_\_\_\_\_ Payable in certified funds before or at time of possession.

Security Deposit: \$ \_\_\_\_\_ Payable in certified funds upon approval of application.

Credit/Background check fee \$ \_\_\_\_\_ Non- Refundable \$35.00 per Adult Applicant (Cash only)

Pet fee: \$ \_\_\_\_\_ Pet Deposit \$150.00(Per Pet)

Pet Rent \$ \_\_\_\_\_ Pet Rent \$50.00 monthly additional rent (Per Pet)

Total Move-in \$ \_\_\_\_\_ Lease term is one year.

Notice: The above Property is offered for lease/Rent without regard to sex, race, religion, color, handicap, familial status or national origin.



# RENTAL APPLICATION

## SECTION 2. PRIMARY APPLICANT INFORMATION

A COPY OF PHOTO IDENTIFICATION FOR APPLICANT MUST BE SUBMITTED WITH THIS APPLICATION

### APPLICANT

Full Name: First: \_\_\_\_\_ Middle: \_\_\_\_\_ Last: \_\_\_\_\_ Maiden: \_\_\_\_\_

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

Can you receive texts? yes no email: \_\_\_\_\_

Social Security Number: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Driver's License Number: \_\_\_\_\_

State: \_\_\_\_\_ Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_ Vehicle Make: \_\_\_\_\_ Model: \_\_\_\_\_ Year: \_\_\_\_\_

Color: \_\_\_\_\_ License Plate Number: \_\_\_\_\_/State: \_\_\_\_\_

## SECTION 3. RESIDENCE HISTORY FOR PAST TWO YEARS

### APPLICANT

Current Address: \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Current rental amount \_\_\_\_\_ Security Deposit amount: \_\_\_\_\_

Dates Lived at Address: \_\_\_\_\_ Lease Term: \_\_\_\_\_

Landlord/Manager: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_

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

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Previous Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Dates Lived at Address: \_\_\_\_\_ - \_\_\_\_\_ Monthly Rental Amount: \_\_\_\_\_

Did you receive your security Deposit back? \_\_\_\_ Yes \_\_\_\_ No

Landlord \_\_\_\_\_ Phone \_\_\_\_\_

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

## SECTION 4. EMPLOYMENT HISTORY

### APPLICANT

Current Employer:

Name \_\_\_\_\_ Co. Phone \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ How long? \_\_\_\_\_

Name of Supervisor: \_\_\_\_\_ Monthly Income? \_\_\_\_\_

Dates Employed at this Job: \_\_\_\_\_ - \_\_\_\_\_ Position or Title: \_\_\_\_\_

### PREVIOUS EMPLOYER:

Name \_\_\_\_\_ Co. Phone: \_\_\_\_\_



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Address: \_\_\_\_\_ City \_\_\_\_\_ How Long? \_\_\_\_\_

Name of Supervisor: \_\_\_\_\_ Monthly Income? \_\_\_\_\_

Dates Employed at this Job: \_\_\_\_\_ - \_\_\_\_\_ Position or Title: \_\_\_\_\_

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

## SECTION 5. GENERAL INFORMATION

### APPLICANT

Do you smoke? Yes \_\_\_ No \_\_\_ Do you take illegal drugs? Yes \_\_\_ No \_\_\_

Do you have a pet? Yes \_\_\_ No \_\_\_ How Many \_\_\_ what kind? \_\_\_ Cat \_\_\_ Dog \_\_\_ other \_\_\_

What is the Breed? \_\_\_\_\_ (There is a two pet limit per home.)

### HAVE YOU EVER:

Filed for bankruptcy? Yes \_\_\_ No \_\_\_ Year \_\_\_\_\_ Date of Discharge? \_\_\_\_\_

Been sued? Yes \_\_\_ No \_\_\_ Year \_\_\_\_\_ Been evicted? Yes \_\_\_ No \_\_\_ Year \_\_\_\_\_

Broken a lease? Yes \_\_\_ No \_\_\_ Year \_\_\_\_\_ Been Sued for Damage to rental Property? Yes \_\_\_ No \_\_\_ Year \_\_\_\_\_

Been convicted of a felony? Yes \_\_\_ No \_\_\_ Year \_\_\_\_\_ Been arrested? Yes \_\_\_ No \_\_\_ Year \_\_\_\_\_

Been convicted of a crime? Yes \_\_\_ No \_\_\_ Year \_\_\_\_\_

Explain any "Yes" answers listed above:

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## SECTION 6. FINANCIAL AND INCOME

### APPLICANT

1. Your gross monthly employment income (before deductions): \$ \_\_\_\_\_

2. Average monthly amounts of other income (specify sources): \$ \_\_\_\_\_

### DEBT AND OTHER LOAN PAYMENTS

Please list any loan payments or debt you pay on a monthly basis: (Car, Personal loan, Credit Card, Furniture, child support)

Lender Name: \_\_\_\_\_ Type of Loan: \_\_\_\_\_ Payment amount: \_\_\_\_\_

Lender Name: \_\_\_\_\_ Type of Loan: \_\_\_\_\_ Payment amount: \_\_\_\_\_

## SECTION 7. REFERENCES (NO RELATIVES) AND CONTACTS



# RENTAL APPLICATION

**PERSONAL REFERENCE:** \_\_\_\_\_ Relationship: \_\_\_\_\_

Address: \_\_\_\_\_ City \_\_\_\_\_ Phone : (\_\_\_\_) \_\_\_\_\_

**PERSONAL REFERENCE:** \_\_\_\_\_ Relationship: \_\_\_\_\_

Address: \_\_\_\_\_ City \_\_\_\_\_ Phone : (\_\_\_\_) \_\_\_\_\_

**In case of Emergency or Death (pursuant to Title 41 O.S. 130.1A) notification is to be made to:**

**EMERGENCY CONTACT:** \_\_\_\_\_ Relationship: \_\_\_\_\_

Address: \_\_\_\_\_ City \_\_\_\_\_ Phone : (\_\_\_\_) \_\_\_\_\_

**EMERGENCY CONTACT:** \_\_\_\_\_ Relationship: \_\_\_\_\_

Address: \_\_\_\_\_ City \_\_\_\_\_ Phone : (\_\_\_\_) \_\_\_\_\_

**I CERTIFY THAT ALL INFORMATION GIVEN ABOVE IS TRUE AND CORRECT AND UNDERSTAND THAT MY LEASE OR RENTAL AGREEMENT MAY BE TERMINATED IF I HAVE MADE ANY FALSE OR INCOMPLETE STATEMENTS IN THIS APPLICATION. I AUTHORIZE VERIFICATION OF THE INFORMATION PROVIDED IN THIS APPLICATION FROM MY CREDIT SOURCES, CURRENT AND PREVIOUS LANDLORDS, EMPLOYERS, AND PERSONAL REFERENCES.**

**APPLICANT:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

## ***BROKER RELATIONSHIPS ACT AGREEMENT***

The Broker Relationships Act, which governs the Broker's relationship to Owners and Tenants provides that a real estate licensee shall provide services as either a "Transaction Broker" or a "Single-party Broker."

### Transaction Broker.

Applicant/Tenant understands that the Broker shall provide Transaction Broker services to Tenant.

As provided under the Broker Relationship Act, the Broker shall have the following duties and responsibilities, which are mandatory and may not be abrogated or waived by a Transaction Broker:

- a. To treat all parties with honesty and exercise reasonable skill and care;
- b. To be available to:
  - 1) receive all written offers and counteroffers,
  - 2) reduce offers or counteroffers to a written form upon request of any party to a transaction, and
  - 3) present timely such written offers and counteroffers.
- c. To keep confidential the information received from a party confidential. Unless required by law, the Broker shall not without the express permission of the respective party, disclose the following confidential information to the other party:
  - ♦ That a party is willing to pay more or accept less than what is being offered,

- ♦ That a party is willing to agree to rental terms that are different from those offered; and



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- ♦The motivation of either party in the leasing of the Property. However, the Broker must disclose pertinent facts relating to the Property, which have not been disclosed by the Owner, or are otherwise known by the Broker.
- e. To comply with all requirements of the Oklahoma Real Estate License Code and all applicable statutes and rules.

Neither the Tenant nor the Owner may be held liable for the actions or words of the Transaction Broker or licensees affiliated with the Broker's firm.

## Single-party Broker.

Applicant/Tenant understands that the Broker is providing Single-party Broker services to the Owner. The Single-party Broker performs all of the duties performed by the Transaction Broker plus the following additional duties:

- 1) To perform all brokerage activities for the benefit of the party for whom the Single-party Broker is performing services unless prohibited by law.
  - 2) To obey the specific directions of the party for whom the Single-party Broker is performing services that are not contrary to the terms of a contract between the parties to the transaction; and
- Another difference is: The Owner may be vicariously liable for the actions and words of the Broker and all affiliated licensees providing services for the Owner.

Applicant(s) expressly authorizes Owner and/or Property Manager (including a collection agency) to obtain Applicant(s) consumer credit report, which Owner and/or Property Manager may use if attempting to collect past due rent payments, late fees, or other charges from Applicant(s) both during the term of the lease and thereafter. Applicant(s) also understands and agrees that this application will be retained by the Owner and/or the Owner's Property Manager whether or not approved. Applicant(s) understands and agrees that, in the future upon request, the Owner and/or the Owner's Property Manager will release information concerning the Owner's experience with Applicant(s) as a Applicant/Tenant(s). Applicant agrees and understands that this Processing Fee will NOT BE REFUNDED regardless of whether or not the Owner accepts this application for residency and the Reserve Property Fee/Holding Fee shall NOT BE REFUNDED if application is approved and applicant fails to execute a lease and take possession of the subject Property.

I have read and understand the above-described differences between "Transaction Broker" and "Single-party Broker." The undersigned Broker and I agree that said Broker/licensee is providing real estate services to the Owner as a Single-party Broker and will provide real estate services to me as a Transaction Broker.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Co- Applicant's Signature

Date \_\_\_\_\_ Date \_\_\_\_\_

The undersigned Broker acknowledges receipt of the non-refundable processing fee.

Broker's Signature \_\_\_\_\_ Date \_\_\_\_\_