BAHIA PROPERTY MANAGEMENT

Rental Process and Application Disclosure

"We are pledged to the letter and spirit of the U.S. Policy for the Achievement of Equal Housing Opportunity throughout the Nation. We encourage and support a program in which there are no barriers to obtaining housing because of Race, Color, Religion, Sex, Handicap, Familial Status, or National Origin."

You may preview any of our available rentals for FREE! Our Realtors will be happy to show you our available rental homes at no charge to you.

Application Processing and Time Frame:

- Processing an application normally takes between 2-3 days. In some cases approval of homeowner associations, Condo Associations, homeowners, or unforeseen circumstances may require some applications to take longer. You will be contacted immediately upon determination of approval or denial. All adult applicants over the age of 18 must submit a fully completed, dated and signed rental application and application fee.

Cost:

- If you decide to apply to rent one of our properties, there is a **$50.00** per adult application fee that is "nonrefundable". This must accompany the completed application form provided to you by our company. Incomplete applications or applications submitted without the proper application fees will not be considered and application fees will not be refunded for incomplete applications.

- Some Homeowner and Condominium Associations may require a separate application and fees and if such is the case, our company will provide instructions on how to proceed.

The Application:

- Upon receipt of your rental application, application fee and lease preparation fee, you can expect and hereby authorize that we will: (1) check your credit report; (2) check the public records for any past evictions, (3) verify your employment; (4) verify your previous landlord references; and (5) do a criminal background check. We would encourage you not to apply if you have bad credit, bad references, and have ever been evicted in the past or have a criminal record. Cosigners or Co-Guarantors may be considered on an individual basis.

- Once you have been notified of your approval, you must place (at a minimum) a holding deposit (by cashier's check or money order), equal to at least one month's rent within **48 hours** of your approval notification. Once approved and payment of the holding deposit is paid, your holding deposit is nonrefundable. In the event that you fail to enter into the lease agreement or refuse to take possession of the property on or before the beginning rental date you applied for, 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 48 hours unless you provide the required holding 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 nonrefundable.

Resident Selection Criteria:

- 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. A minimum of two years residential history is required. Rental history must be rated satisfactory or better, with no record of evictions. We reserve the right to require a cosigner and/or a higher security deposit. Cosigners are accepted at the managers discretion only, must meet all requirements, and must reside in the State of Florida.

- Self employed applicants may be required to produce upon request two (2) years of signed tax returns, or bank statements. Non-employed applicants must provide proof of income.

- Credit history and/or Civil Court Records must not contain slow pays, judgments, eviction filings, collections, liens or bankruptcy within the past three (3) years. We will not provide you with the credit report or tell you of its contents; however, we will provide you with the name of the credit reporting agency so you may receive a copy from the credit bureau. All information collected for the approval or denial of this application is considered confidential in nature and for company use only.

Applicants' Initials: (_____) (_____) (_____)

- Applicants may be rejected due to criminal convictions or adjudications withheld.

- Valid current photo ID documentation (driver's license, military ID, or state ID) is required.

- Previous rental history reports from previous landlords must reflect timely payment, sufficient notice of intent to vacate, no complaints regarding noise, disturbances or illegal activities, non-sufficient fund (NSF) checks, and no damage to rental property or failure to leave the property clean and without damage when you left the property.

- Current occupancy standards are a maximum of 2 persons per bedroom, except for infants under 4 years of age. However, some city and county municipalities and/or homeowners associations prohibit more than two (2) unrelated adults to reside in a single family dwelling unit. Consequently, Bahia Property Management also prohibits the rental of a single family dwelling to more than two (2) unrelated adults.

- No pets (with the exception of medically necessary pets) of any kind are permitted without the specific written permission of Bahia Property Management in the lease document (a pet addendum to lease), and an additional nonrefundable pet application fee of $250.00 per pet. Some properties may require higher pet fees or higher rent amounts. If a higher pet fee or rent amount is required, you will be notified at the time of the application.

Other Issues:

- Rents quoted are the rental amounts due if paid on time (on or before the 1st of each month by 5:00 PM) **Payments after the 1st day of the month must include a late charge of 10%, as additional rent.**

- All applicants must see the interior of the property before an application can be submitted. The property must be accepted in "AS IS" condition before an application can be accepted, except where there is a written agreement for maintenance or repair items. Any such maintenance or repair request (if any) must be written and included with your application under "Other Items Requested", in the contract to lease portion of your application. If your maintenance and repair request are acceptable to Bahia Property Management, then the agreement will be written in the lease or lease addendum. Verbal representations are non-binding. In the event that the manager receives two or more unrelated applications for the same property, the applicant understands the manager may select the applicant desiring the property in "AS IS" condition, over another applicant requesting maintenance or repairs. In all cases, the application fee is nonrefundable.

- 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.

- The following pages contain the home rental application.

Applicants' Initials: (_____) (_____) (_____)

BAHIA PROPERTY MANAGEMENT
RENTAL APPLICATION

Application Date:	Nonrefundable Application Fee is: **$50.00** per Adult Applicant
Rental Address:	***Application fee must be paid in Money Order.*** ***No cash or personal checks will be accepted.***
Date Lease is to Begin:	Monthly Rent: $
Initial Term of Lease:	Security Deposit: $

Applicant (Full Name):_____ SSN#:_____
Present Address:_____
Driver's License #:_____ Date of Birth:_____
Home Phone: (_____) _____ Email Address:_____
Spouse's Name: _____ SSN#:_____
Driver's License #:_____ Date of Birth:_____

Applicant's Employer's Name:_____ Supervisor:_____
Address:_____ Work Phone: (_____) _____
Start Date: _____ Position: _____ Monthly Gross Income: $_____
Previous Employer's Name & Address: _____
How Long: _____ Gross Monthly Income: $_____ Phone: (_____) _____

Spouse's Employer's Name:_____ Supervisor:_____
Address:_____ Work Phone: (_____) _____
Start Date: _____ Position: _____ Monthly Gross Income: $_____
Previous Employer's Name & Address: _____
How Long: _____ Gross Monthly Income: $_____ Phone: (_____) _____

Current Landlord's Name: _____ Lease Start Date: _____
Rental Address:_____
Landlord's Phone: (_____) _____ Current Rent: $_____
Previous Landlord's Name: _____ Lease Start Date:_____End Date:_____
Previous Rental Address:_____
Previous Landlord's Phone: (_____) _____ Previous Rent: $_____

Persons to Occupy Dwelling:	Age	Sex	Social Security #
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Nearest Relative Not Living With You:
Name: _____ Phone: (_____) _____
Address: _____

Pets: Yes ( ) No ( ) Type: Breed: Weight: Age:

Car Tag: _____ State: _____ Make: _____ Model: _____ Year: _____
Car Tag: _____ State: _____ Make: _____ Model: _____ Year: _____
Have you ever been evicted from a tenancy? ___Yes ___No Have you ever intentionally refused to pay rent when due? ____Yes ____No
Have you or any occupants ever been arrested for, convicted of, put on probation for, or had adjudication withheld or deferred for a felony or misdemeanor? _____ Yes _____ No
Has anyone in this household ever served in the military? ____ Yes (if yes, who:_____) _____No

Applicants' Initials: (_____) (_____) (_____)

CERTIFICATION OF CORRECT INFORMATION. Applicant certifies that all information provided in this application is correct. If a lease is entered into and the landlord subsequently learns that incorrect information was given or pertinent information was omitted, the lease may be terminated at landlord's option. If you are applying to lease an apartment with other persons, you certify that you have read his or her application and the information is correct to the best of your knowledge.

APPLICATION DEPOSIT. Applicant and any co-applicants must pay in total the Application Fee and Application Deposit shown below. The Application Fee is a non-refundable processing fee. The Application Deposit will be applied as part or all of the lease security deposit if a lease is entered into between the applicant (and any co-applicants) and the landlord. If any additional security deposit will be required, it is indicated below. If applicant is not approved to enter into a lease for the type dwelling requested and all information is true on this and any co-applications, the application deposit will be returned. If applicant and any co-applicants are approved and applicant and any co-applicants refuse to enter into the proposed lease, the deposit will be forfeited as a liquidated damage for landlord's loss of rent and re-rental expenses.

Pets: The following dogs will not be accepted under any circumstance: Pit bulls, Chows, Dobermans, Rotweillers, German Shepards unless is a police dog.

APPLICANT AUTHORIZATION AND CONSENT FOR RELEASE OF INFORMATION

This release and authorization acknowledges that Bahia Realty Group, may now, or any time while I am renting, conduct a verification of my current and previous tenant history, current and previous employment, credit history, contact personal references, and to receive any criminal history information pertaining to me which may be in the files of any Federal, State, or Local criminal justice agency, and to verify any other information deemed necessary to fulfill the Tenant requirements. The results of this verification process will be used to determine tenant eligibility under Bahia Realty Group, tenant policies.

I authorize Background Info USA and any of its agents, to disclose orally and in writing the results of this verification processto the designated authorized representative Bahia Realty Group.

I have read and understand this release and consent, and I authorize the background verification. I authorize persons, schools, current and former employers, current and former landlords and other organizations and Agencies to provide Background Info USA with all information that may be requested. I hereby release all of the persons and agencies providing such information from any and all claims and damages connected with their release of any requested information. I agree that any copy of this document is as valid as the original.

Application Fee_____

Total deposit required
(including pet, if any)_____

Deposit paid with
Application _____

Balance of
Deposit due _____

Rent due
Before occupancy _____

Fees required
(for example, pet) _____

Total due
Before move-in _____

I HAVE READ BOTH PAGES OF THIS APPLICATION I AGREE TO ALL OF ITS PROVISIONS. ALL INFORM ATION PROVIDED IS COMPLETE AND CORRECT

DATE: _____

_____
APPLICANT'S SIGNATURE

_____
APPLICANT'S SIGNATURE

Please return application to:
Bahia Property Management
8200 NW 52nd Terrace, Suite 104
Doral, FL 33166 305-547-9404