



1520 N. Union Blvd Suite 102, Colorado Springs, CO 80909

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[www.abuzzpropertymanagement.com](http://www.abuzzpropertymanagement.com)

## Rental Application

(FOR OFFICE USE ONLY)	APPLICATION DATE:
UNIT APPLYING FOR:	RENTAL RATE:
MOVE IN DATE:	LEASE TERM:
APP FEE RECEIVED?	DEPOSIT RECEIVED?
APPLICATION RESULTS:	

<p><b>Applicant #1</b></p> <p>Full Name: _____</p> <p>Previous, alias or maiden names: _____</p> <p>Date of Birth: _____/_____/_____</p> <p>SSN: _____-_____-_____</p> <p>Driver's License #/State _____</p> <p>Phone #: _____</p> <p>Email: _____</p>	<p><b>Applicant #2</b></p> <p>Full Name: _____</p> <p>Previous, alias or maiden names: _____</p> <p>Date of Birth: _____/_____/_____</p> <p>SSN: _____-_____-_____</p> <p>Driver's License #/State _____</p> <p>Phone #: _____</p> <p>Email: _____</p>
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<b>Other Occupants (under the age of 18)</b>	
Name: _____	DOB: _____
Name: _____	DOB: _____
Name: _____	DOB: _____

<p><b>Rental History:</b></p> <p>Current Address: _____</p> <p>City/State/Zip: _____</p> <p>Type (circle one): House    Townhome    Apt    Other</p> <p>Own or Rent: _____</p> <p>Reason for Moving: _____</p> <p>Landlord/Mgmt Name: _____</p> <p>Landlord Phone: _____</p> <p>Monthly Rent/Payment: _____ How long: _____</p>	<p><b>Rental History:</b></p> <p>Current Address: _____</p> <p>City/State/Zip: _____</p> <p>Type (circle one): House    Townhome    Apt    Other</p> <p>Own or Rent: _____</p> <p>Reason for Moving: _____</p> <p>Landlord/Mgmt Name: _____</p> <p>Landlord Phone: _____</p> <p>Monthly Rent/Payment: _____ How long: _____</p>
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<p><b>Employment:</b></p> <p>Current Employer: _____</p> <p>Phone: _____</p> <p>Gross Monthly Income: _____</p> <p>How Long? _____ Position: _____</p> <p>Other Source of Income: _____ \$: _____</p> <p>Other Source of Income: _____ \$: _____</p>	<p><b>Employment:</b></p> <p>Current Employer: _____</p> <p>Phone: _____</p> <p>Gross Monthly Income: _____</p> <p>How Long? _____ Position: _____</p> <p>Other Source of Income: _____ \$: _____</p> <p>Other Source of Income: _____ \$: _____</p>
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Vehicle Info	Make	Model	Color	Year	Plate#	State
Vehicle #1						
Vehicle #2						

**Pet Information: (please double check that the unit you are applying for is pet friendly and ask about restrictions)**

Type: \_\_\_\_\_ Color: \_\_\_\_\_ Weight: \_\_\_\_\_ Breed: \_\_\_\_\_ Name: \_\_\_\_\_

Type: \_\_\_\_\_ Color: \_\_\_\_\_ Weight: \_\_\_\_\_ Breed: \_\_\_\_\_ Name: \_\_\_\_\_

**Other Information (Applicant #1):**

1. Have you ever been evicted from a rental? \_\_\_\_\_ If so, explain: \_\_\_\_\_
2. Do you have any property collections from previous rentals? \_\_\_\_\_ If so, explain: \_\_\_\_\_
3. Have you ever violated a lease agreement? \_\_\_\_\_ If so, explain: \_\_\_\_\_
4. Have you ever filed for bankruptcy? \_\_\_\_\_ If so, discharge date: \_\_\_\_\_
5. Have you ever been convicted of a crime other than Motor Vehicle Violation? \_\_\_\_\_ If so, explain: \_\_\_\_\_

**Other Information (Applicant #2):**

1. Have you ever been evicted from a rental? \_\_\_\_\_ If so, explain: \_\_\_\_\_
2. Do you have any property collections from previous rentals? \_\_\_\_\_ If so, explain: \_\_\_\_\_
3. Have you ever violated a lease agreement? \_\_\_\_\_ If so, explain: \_\_\_\_\_
4. Have you ever filed for bankruptcy? \_\_\_\_\_ If so, discharge date: \_\_\_\_\_
5. Have you ever been convicted of a crime other than Motor Vehicle Violation? \_\_\_\_\_ If so, explain: \_\_\_\_\_

**Emergency Contact: (In case of an emergency, please list 2 persons to contact)**

Name: \_\_\_\_\_ Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Name: \_\_\_\_\_ Address: \_\_\_\_\_ Phone: \_\_\_\_\_

**Release:**

This application will not be considered unless filled out completely.

I/We Understand that no rights are acquired in an apartment until I/We sign a rental agreement.

I/We understand that a non-refundable application fee of **\$50 per applicant** must be paid in order to process application

I/We understand that as part of the application process, an investigative consumer report may be prepared whereby information obtained through personal interviews with your landlord, employer and others who are acquainted, a credit check, and criminal report.

I/We understand that in the event of approval of this rental application, the deposit of \_\_\_\_\_ must be paid in order to secure the unit in which you are applying for.

Submission of this application without the deposit does not secure the unit.

I/We understand that in the event of approval of this application and payment of the deposit has been made to secure the unit, any cancellation of the move-in will result in a forfeit of the deposit.

I/We understand that in the event of denial of the application, that you will be entitled to a refund of the deposit within 5-10 (five to ten) business days.

I/We certify that to the best of my/our knowledge all statements are true and complete and that all false, fraudulent, or misleading information may be grounds for denial of tenancy, or subsequent eviction.

APPLICANT # 1 SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

APPLICANT #2 SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_



## Rental Criteria

Thank you for applying to rent at one of our awesome communities! Before you do, please take time to look over our rental criteria.

Anyone who is 18 years of age or older, that will be residing in the unit, will be required to apply. Please note, this is our current rental criteria and may be subject to change in the future without notice. It is the policy of Abuzz Property Management, LLC to comply with all applicable fair housing laws, including those which prohibit discrimination against any person based on race, sex, religion, color, familial status, national origin or handicap.

### 1. Lease Terms

Standard leases are available in six, nine and twelve month terms. Shorter lease terms may be available at a premium rate plus a short term lease fee. Please ask for current available terms as they may vary.

### 2. Application

A non-refundable fee of \$50 per application is required to cover the cost of reviewing credit and criminal background, income verification and rental history. Each application must be accompanied by a separate security deposit in the form of certified funds (i.e. money order, cashier's check..) to hold the apartment. Deposit amounts will vary based on the property in which you are applying for. Applications may take anywhere from 24-72 hours to process.

### 3. Qualifications

- i. Lessee must be at least 18 years of age.
- ii. Applicant must have satisfactory rental history.
- iii. Applicant must have satisfactory credit history.
- iv. Income must be verifiable and must be equal to or greater to 2.5 times the amount of rent. Some examples of verifiable income are most recent pay stubs, letter of intent from employer (if newly hired), award letters, etc.
- v. Any bankruptcy must be at least one year old and satisfactory credit/rental history must be reestablished.
- vi. Acceptable criminal background check (Felonies=automatic denial).
- vii. No Evictions or Property Collections (Automatic denial).

Additional application deposits may be required if one or more of these qualifications are not met. Application denial may occur if multiple qualifications are not met. Co-signers may be considered. Co-signers must meet all the above criteria, as well as provide verifiable income of 4 times the monthly rent.

### 4. Occupancy Standards

The following occupancy standards are as follows:

*Studios-1 person, 1 bedroom-2 people, 2 bedroom-4 people, 3 bedroom-6 people, 4 bedroom-8 people and so on.*

Residents who exceed these occupancy standards during the lease term will be required, upon the end of the current lease term to either transfer to another available unit that meet the standards or move out.

### 5. Pet Policies

Certain communities do accept pets. A pet deposit of \$200 (refundable) is required for each pet. Up to 2 pets are permitted per home. Ask about current breed restrictions. Service/Companion animals do not require deposit or fee, however a letter from a certified professional must be accompanied with the animal.

### 6. Utilities

Residents are responsible for payment of all utilities (both individually metered and a pro-rata portion of master metered utilities). Individually metered utilities must be in resident's name at the time of move to receive keys.

### 7. Renter's Insurance

It is required that all persons listed as lease holders carry renter's insurance throughout the entire term of the lease. Proof of renter's insurance (a declarations page) is required to receive keys.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_



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## Rental History

The undersigned applicant(s) authorize Abuzz Property Management, LLC to obtain rental information to process their application.

\_\_\_\_\_  
(Applicant Signature)

\_\_\_\_\_  
(Applicant Signature)

Name: \_\_\_\_\_

\_\_\_\_\_

Address: \_\_\_\_\_

### To Be Filled Out by Current/Previous Landlord:

How long has the resident lived at the above address? \_\_\_\_\_

How much is the rent? \_\_\_\_\_/month Utilities Included? \_\_\_\_\_

Pay on time? \_\_\_\_\_ If no, how many times were they late?: \_\_\_\_\_ Any NSF's? \_\_\_\_\_

Any demand for compliances posted? \_\_\_\_\_ If yes, please explain: \_\_\_\_\_

Was proper notice given? \_\_\_\_\_ If no, please explain: \_\_\_\_\_

Were there any pets in the residence? \_\_\_\_\_ If yes, were they authorized? \_\_\_\_\_

Was the property left in good condition? \_\_\_\_\_ If no, please explain: \_\_\_\_\_

Would you re-rent to this resident? \_\_\_\_\_

Name \_\_\_\_\_

Date \_\_\_\_\_

Signature \_\_\_\_\_

Title \_\_\_\_\_

Thank you so much!

For questions, please feel to call us.

Please send to [info@abuzzpropertymanagement.com](mailto:info@abuzzpropertymanagement.com) or fax to 719-466-6429.

**DIFFERENT BROKERAGE RELATIONSHIPS ARE AVAILABLE WHICH INCLUDE LANDLORD AGENCY, TENANT AGENCY OR TRANSACTION-BROKERAGE.**

## **BROKERAGE DISCLOSURE TO TENANT DEFINITIONS OF WORKING RELATIONSHIPS**

For purposes of this document, landlord includes sublandlord and tenant includes subtenant.

**Landlord's Agent:** A landlord's agent works solely on behalf of the landlord to promote the interests of the landlord with the utmost good faith, loyalty and fidelity. The agent negotiates on behalf of and acts as an advocate for the landlord. The landlord's agent must disclose to potential tenants all adverse material facts actually known by the landlord's agent about the property. A separate written listing agreement is required which sets forth the duties and obligations of the broker and the landlord.

**Tenant's Agent:** A tenant's agent works solely on behalf of the tenant to promote the interests of the tenant with the utmost good faith, loyalty and fidelity. The agent negotiates on behalf of and acts as an advocate for the tenant. The tenant's agent must disclose to potential landlords all adverse material facts actually known by the tenant's agent, including the tenant's financial ability to perform the terms of the transaction and, if a residential property, whether the tenant intends to occupy the property. A separate written tenant agency agreement is required which sets forth the duties and obligations of the broker and the tenant.

**Transaction-Broker:** A transaction-broker assists the tenant or landlord or both throughout a real estate transaction by performing terms of any written or oral agreement, fully informing the parties, presenting all offers and assisting the parties with any contracts, including the closing of the transaction, without being an agent or advocate for any of the parties. A transaction-broker must use reasonable skill and care in the performance of any oral or written agreement, and must make the same disclosures as agents about all adverse material facts actually known by the transaction-broker concerning a property or a tenant's financial ability to perform the terms of a transaction and, if a residential property, whether the tenant intends to occupy the property. No written agreement is required.

**Customer:** A customer is a party to a real estate transaction with whom the broker has no brokerage relationship because such party has not engaged or employed the broker, either as the party's agent or as the party's transaction-broker.

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## **RELATIONSHIP BETWEEN BROKER AND TENANT**

Broker and Tenant referenced below have NOT entered into a tenant agency agreement. The working relationship specified below is for a specific property described as:

\_\_\_\_\_ or real estate which substantially meets the following requirements:

\_\_\_\_\_  
\_\_\_\_\_  
Tenant understands that Tenant shall not be liable for Broker's acts or omissions that have not been approved, directed, or ratified by Tenant.

### **CHECK ONE BOX ONLY:**

**Multiple-Person Firm.** Broker, referenced below, is designated by Brokerage Firm to serve as Broker. If more than one individual is so designated, then references in this document to Broker shall include all persons so designated, including substitute or additional brokers. The brokerage relationship exists only with Broker and does not extend to the employing broker, Brokerage Firm or to any other brokers employed or engaged by Brokerage Firm who are not so designated.

**One-Person Firm.** If Broker is a real estate brokerage firm with only one licensed natural person, then any references to Broker or Brokerage Firm mean both the licensed natural person and brokerage firm who shall serve as Broker.

**CHECK ONE BOX ONLY:**

**Customer.** Broker is the landlord’s agent and Tenant is a customer. Broker is not the agent of Tenant.

Broker, as landlord’s agent, intends to perform the following list of tasks:

**Show** a property  **Prepare and Convey** written offers, counteroffers and agreements to amend or extend the lease.

**Customer for Broker’s Listings – Transaction-Brokerage for Other Properties.** When Broker is the landlord’s agent, Tenant is a customer. When Broker is not the landlord’s agent, Broker is a transaction-broker assisting in the transaction. Broker is not the agent of Tenant.

**Transaction-Brokerage Only.** Broker is a transaction-broker assisting in the transaction. Broker is not the agent of Tenant.

If Broker is acting as a transaction-broker, Tenant consents to Broker’s disclosure of Tenant’s confidential information to the supervising broker or designee for the purpose of proper supervision, provided such supervising broker or designee shall not further disclose such information without consent of Tenant, or use such information to the detriment of Tenant.

**THIS IS NOT A CONTRACT.**

If this is a residential transaction, the following provision shall apply:

**MEGAN’S LAW.** If the presence of a registered sex offender is a matter of concern to Tenant, Tenant understands that Tenant must contact local law enforcement officials regarding obtaining such information.

**TENANT ACKNOWLEDGMENT:**

Tenant acknowledges receipt of this document on \_\_\_\_\_.

\_\_\_\_\_  
Tenant

\_\_\_\_\_  
Tenant

**BROKER ACKNOWLEDGMENT:**

On \_\_\_\_\_, Broker provided \_\_\_\_\_ (Tenant)

with this document via \_\_\_\_\_ and retained a copy for Broker’s records.

Brokerage Firm’s Name: Abuzz Property Management, LLC

Shelly Kueker

Broker