

Assured Property Management, LLC
2316 Industrial Drive
Columbia, Missouri 65202
Tel: 573.815.0063 Fax: 573.815.1064

Rental Application

Leasing Agent Initials _____
Property Address: _____
Desired Date of Move-In _____
Application Fee Collected \$ _____ Initials _____

Please complete this application with all applicable details. If you are accepted as a tenant, this application will become part of the lease. If more than one tenant (other than minor children) will be occupying the unit, each must complete a separate application. *The Applicant declares that all statements made in this Application are true and complete. Applicant hereby grants permission to Landlord or any tenant screening service contracted by Landlord to: (a) verify all of the information in this Application, including but not limited to contacting employers, personal references, current and previous landlords; (b) obtain a credit report on all Applicant and/or (c) check criminal background locally and/or nationally for all Applicants. Landlord reserves the right to not disclose information obtained to the Applicant(s). A NON-REFUNDABLE application fee of \$35 per person over the age of 18 or \$50 per married couple must be paid to cover the lessor's expenses in verifying the information you provided.* A photocopy or facsimile reproduction of this document shall have the same force and effect as the original.

Disclosure: Upon approval of your application, 1/2 of the security deposit will be due prior to the rental unit being taken off the market. If you decide not to move-in to the unit at a later date, the security deposit will be NON-REFUNDABLE to cover lost time and rents.

PLEASE TELL US ABOUT YOURSELF

FULL NAME: _____ Date of Birth _____
Social Security # _____ Driver's License # & State _____
Present Phone (_____) _____ Cell Phone (_____) _____ Are you a student? _____

LIST ALL PEOPLE WHO WILL RESIDE IN THE UNIT IN ADDITION TO THE APPLICANT

Name	Gender	Date of Birth	Relationship to Applicant

Do you have pets? _____ If so, how many? _____

What kind, breed, weight & age _____

PET POLICIES, FEES AND/OR DEPOSITS DIFFER BY PROPERTY. PLEASE ASK LEASING AGENT.

RENTAL/RESIDENCE HISTORY FOR THE LAST 3 YEARS (beginning with the most current)

APPLICANT CURRENT ADDRESS _____

Month & Year Moved In _____ Reason for Leaving _____

Owner or Agent _____ Phone (_____) _____ Monthly Rent \$ _____

APPLICANT PREVIOUS ADDRESS (if within 3 years) _____

Month & Year Moved In _____ Moved Out _____ Reason for Leaving _____

Owner or Agent _____ Phone (_____) _____ Monthly Rent \$ _____

APPLICANT EMPLOYMENT HISTORY

YOUR STATUS: Employed Full-Time Employed Part-Time Retired Not Employed

APPLICANT CURRENT EMPLOYER (Or Most Recent) _____

Address _____ Phone (_____) _____

Date(s) Employed: From _____ To _____ Position _____

Supervisor _____ Gross Monthly Salary \$ _____ Length of Employment _____

If there are any other sources of income you would like us to consider, please list. You do NOT have to reveal alimony, child support or spouse's annual income unless you want us to consider it in this application.

Amount \$ _____ Per _____ Source _____

APPLICANT BANKING INFORMATION

YOUR BANK _____ Account # _____ CITY/STATE _____

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APPLICANT BACKGROUND INFORMATION

HAVE YOU EVER: Been sued for non-payment of rent? Y N; Been evicted or asked to move out? Y N; Broken a Rental Agreement or Lease? Y N; Been sued for damage to rental property? Y N; Declare Bankruptcy? Y N; Been arrested, charged, convicted, pled guilty or placed on probation for any crimes? Y N

If yes, details: _____

I DECLARE THE FOREGOING TO BE TRUE UNDER PENALTY OF PERJURY. I CERTIFY THAT I HAVE RECEIVED A COPY OF THE "MISSOURI BROKER DISCLOSURE FORM."

APPLICANT SIGNATURE _____ DATE _____



EMPLOYMENT VERIFICATION

Name _____

Current Address _____

I hereby authorize release of the information requested below for my employment verification.

Signature

Date

THIS SECTION TO BE COMPLETED BY EMPLOYER

Current Employer (or most recent)

Name _____

Address _____

Phone (____) _____

Dates employed: From _____ to _____

Employment Status: Full Time Part Time Retired Not Employed

Position _____

Gross Monthly Salary _____

If applied again, is this person eligible for re-hiring? Yes or No

Name of person completing verification: _____

Signature of person completing verification: _____

Title/Position _____ Date _____



RENTAL VERIFICATION

The individual signed below has submitted a rental application to **ASSURED PROPERTY MANAGEMENT**

Please provide the information requested and fax this form back to our office at: **(573) 815-1064**.

Thank you for your prompt response.

Name of Applicant (please print) _____

I hereby authorize release of the information requested below for my rental address at:

(STREET CITY STATE ZIP)

Date

Applicant's Signature

THIS SECTION TO BE COMPLETED BY LANDLORD/AGENT

Please note if the applicant is a _____ current resident or a _____ past resident at your community.

Move-In Date: _____

Lease Ending Date: _____

Amount of Rent: \$ _____

Of Late Payments: _____

Of NSF checks: _____

Has proper notice been given to terminate lease?	YES	NO
Is there currently any past due amount owed on the resident's account?	YES	NO
Has the resident complied with all community policies?	YES	NO
Does this resident keep an animal on the premises?	YES	NO
Have legal proceedings ever been filed against this resident?	YES	NO
Is resident eligible for re-rental at your rental property?	YES	NO

Date

Signature

MISSOURI BROKER DISCLOSURE FORM



This disclosure is to enable you, a prospective buyer, seller, tenant or landlord of real estate, to make an informed choice BEFORE working with a real estate licensee.

Missouri law allows licensees to work for the interest of one or both of the parties to the transaction. The law also allows the licensee to work in a neutral position. How the licensee works depends on the type of brokerage service agreements involved. Since the sale or lease of real estate can involve several licensees it is important that you understand what options are available to you regarding representation and to understand the relationships among the parties to any transaction in which you are involved.

Missouri laws require that if you want representation, you must enter into a written agreement. This may or may not require you to pay a commission. You do not need to enter into a written agreement with a transaction broker unless you intend to compensate this licensee. These agreements vary and you may also want to consider an exclusive or nonexclusive type of relationship.

If you choose not to be represented by an agent, the licensee working with you may be working for the other party to the transaction.

CHOICES AVAILABLE TO YOU IN MISSOURI

Seller's or Landlord's Limited Agent

Duty to perform the terms of the written agreement made with the seller or landlord, ***to exercise reasonable skill and care for the seller or landlord, and to promote the interests of the seller or landlord*** with the utmost good faith, loyalty and fidelity in the sale, lease, or management of property.

Information given by the buyer/tenant to a licensee acting as a Seller's or Landlord's Limited Agent will be disclosed to the seller/landlord.

Buyer's or Tenant's Limited Agent

Duty to perform the terms of the written agreement made with the buyer or tenant, ***to exercise reasonable skill and care for the buyer or tenant and to promote the interests of the buyer or tenant*** with the utmost good faith, loyalty and fidelity in the purchase or lease of property.

Information given by the seller/landlord to a licensee acting as a Buyer's or Tenant's Limited Agent will be disclosed to the buyer/tenant.

Sub-Agent (Agent of the Agent)

Owes the same obligations and responsibilities as the Seller's or Landlord's Limited Agent, or Buyer's or Tenant's Limited Agent.

Disclosed Dual Agent

With the written consent of all parties, represents both the seller and the buyer or the landlord and the tenant.

A Disclosed Dual Agent may disclose any information to either party that the licensee gains that is material to the transaction.

A dual agent may not disclose information that is considered confidential, such as:

- Buyer/Tenant will pay more than the purchase price or lease rate
- Seller/Landlord will accept less than the asking price or lease rate

- Either party will agree to financing terms other than those offered
- Motivating factors for any person buying, selling or leasing the property
- Terms of any prior offers or counter offers made by any party.

Designated Agent

Acts as your specific agent, whether you are a buyer or tenant, or seller or landlord. When the broker makes this appointment, the other real estate licensees in the company do not represent you.

There are two exceptions with both resulting in dual agency or transaction brokerage:

1. The agent representing you as a buyer or tenant is also the agent who listed the property you may want to buy or lease.
2. The supervising broker of two designated agents becomes involved in the transaction.

Transaction Broker

Does not represent either party, therefore, does not advocate the interest of either party.

A transaction broker is responsible for performing the following:

- Protect the confidences of both parties
- Exercise reasonable skill and care
- Present all written offers in a timely manner
- Keep the parties fully informed
- Account for all money and property received
- Assist the parties in complying with the terms and conditions of the contract
- Disclose to each party of the transaction any adverse material facts known by the licensee
- Suggest that the parties obtain expert advice.

A transaction broker shall not disclose:

- Buyer/Tenant will pay more than the purchase or lease price
- Seller/Landlord will accept less than the asking or lease price
- Motivating factors of the parties
- Seller/Buyer will accept financing terms other than those offered.

A transaction broker has no duty to:

- Conduct an independent inspection of, or discover any defects in, the property for the benefit of either party
- Conduct an independent investigation of the buyer's financial condition.

Other Agency Relationships

Missouri law does not prohibit written agency agreements which provide for duties exceeding that of a limited agent described in this pamphlet.

This brokerage authorizes the following relationships:

- Seller's Limited Agent
- Landlord's Limited Agent
- Buyer's Limited Agent
- Tenant's Limited Agent
- Sub-Agent
- Disclosed Dual Agent
- Designated Agent
- Transaction Broker
- Other Agency Relationship

Broker or Entity Name and Address

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