



Exit Realty Specialists  
Bart Hope  
601 South Battlefield Blvd  
Chesapeake, VA 23322



### Specializing in New Beginnings and Happy Endings!

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

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

All rent checks and/or money orders should be made payable to Exit Realty Specialists. They must bear the property address and must include the name of the Property Manager. Rent for the first month must be in certified funds unless paid more than 10 working days prior to occupancy.

#### VI. MONTHLY RENT PAYMENTS

Once the application has been accepted, failure to execute the lease and/or occupy the property will result in forfeiture of the Security Deposit to the Lessor/Owner less the Management Fee and/or other related expenses.

#### V. ACCEPTANCE

- A. Employment
- B. Occupation
- C. Length of employment
- D. Prospects of continued employment
- E. Salary
- F. If active duty military, PCS orders may be requested

Exit Realty Specialists will contact the applicant's employer to determine and/or verify:

#### IV. EMPLOYMENT HISTORY

- A. Verify information provided by the applicant.
- B. Determine and confirm the amount of the previous rent.
- C. Determine if the applicant took good and proper care of the property.
- D. Determine if the applicant made timely rental payments.
- E. Determine if the applicant gave proper notification when terminating the lease.
- F. Determine if the condition of the premises when the applicant vacated.

#### III. RENTAL HISTORY

Exit Realty Specialists will make every effort possible to contact applicant's current and past landlords to:

- A. Verify information provided by the applicant.
- B. Determine and confirm the amount of the previous rent.
- C. Determine if the applicant took good and proper care of the property.
- D. Determine if the applicant made timely rental payments.
- E. Determine if the applicant gave proper notification when terminating the lease.
- F. Determine if the condition of the premises when the applicant vacated.

Information provided by the Applicant on the application will be verified and used as a basis for the following review:

- A. *Income* - A formula is used to determine whether the applicant has sufficient income to pay the rent for the property in question: Monthly debt payments + proposed rent divided by monthly gross income must not exceed 39% to receive an acceptable rating for this category. This is an industry-accepted ratio and may be adjusted on a case-by-case basis.
- B. *Credit Check* - A written report, when possible, is obtained from Retail Merchants or a similar credit-reporting agency. The entire report is reviewed with the following information given specific attention:
  - \*Judgments - Any? Amount? Age? Has judgment been satisfied? Applicants who have unpaid judgments will automatically receive an unacceptable rating for this category. Case-by-case, the property manager will view each case on its own merits, discuss the merits with the owner, taking special care to avoid violating confidentially and Federal Laws, and a joint decision will then be made.
  - \*Bankruptcies - Has applicant filed bankruptcy? If so, when? Applicants who have filed bankruptcy that was discharged at least two years ago, and who have subsequently established a satisfactory credit history, may receive an acceptable rating for this category. If discharged, the individual property manager, based upon the reason for the bankruptcy, the type of bankruptcy, and date of discharge, will then review the situation with the owner.

#### II. REVIEW STAGE

Information provided by the Applicant on the application will be verified and used as a basis for the following review:

- A. *Income* - A formula is used to determine whether the applicant has sufficient income to pay the rent for the property in question: Monthly debt payments + proposed rent divided by monthly gross income must not exceed 39% to receive an acceptable rating for this category. This is an industry-accepted ratio and may be adjusted on a case-by-case basis.
- B. *Credit Check* - A written report, when possible, is obtained from Retail Merchants or a similar credit-reporting agency. The entire report is reviewed with the following information given specific attention:
  - \*Judgments - Any? Amount? Age? Has judgment been satisfied? Applicants who have unpaid judgments will automatically receive an unacceptable rating for this category. Case-by-case, the property manager will view each case on its own merits, discuss the merits with the owner, taking special care to avoid violating confidentially and Federal Laws, and a joint decision will then be made.
  - \*Bankruptcies - Has applicant filed bankruptcy? If so, when? Applicants who have filed bankruptcy that was discharged at least two years ago, and who have subsequently established a satisfactory credit history, may receive an acceptable rating for this category. If discharged, the individual property manager, based upon the reason for the bankruptcy, the type of bankruptcy, and date of discharge, will then review the situation with the owner.

#### I. APPLICATION STAGE

Applicant completes an Application for Tenancy and pays a non-refundable application fee (see above) to defray the cost of the required credit check(s) obtained through Retail Merchants or a similar credit reporting agency and related background verification. In addition, the Applicant is required to tender a Pet Fee (if applicable) of \$150.00. If the application is rejected, the Pet Fee will be returned to the Applicant. NOTE: Applications received on the weekends or holidays will be processed on the next regular business day. In the event there are multiple applications, the applicant that is most qualified will be accepted, at the sole discretion of the Property Manager.

Exit Realty Specialists utilizes the following criteria and procedures to determine the qualifications of applicants seeking to rent properties managed by Bart Hope of Exit Realty Specialists.

- ALL APPLICATIONS MUST BE COMPLETE AND HAVE ALL NEEDED ITEMS ABOVE.
- DMV picture ID with social security number is required for all applicants at time of application.
- Paycheck stub/proof of income needed any each applicant not on active duty in the military.
- Military ID card and latest "LES" are needed for each applicant on active duty in the military.
- be paid separately from the Security Deposit and is non-refundable.
- An Application Fee of \$35.00 for first or married adults, \$15.00 per single adult thereafter, will be charged. This Application fee must a pet (if allowed) during the term of the lease.
- Pet Fees of \$150.00 per pet are non-refundable and must be paid at time of application (certified funds), or within 5 days of obtaining Secured funds will be accepted in the name of "Exit Realty Specialists"
- Security Deposit and Pet Fee are required in certified funds, money order, traveler's check, etc.

**QUALIFYING CRITERIA  
FOR RENTAL APPLICANTS  
APPLYING THROUGH BART HOPE**



**Exit Realty Specialists**  
Bart Hope  
601 South Battlefield Blvd  
Chesapeake, VA 23322



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

If you answered yes to any of the above, explain in detail:

Do you have any judgments? Y N  
Have you ever been sued or evicted for nonpayment of rent? Y N  
Have you ever been subject to a foreclosure? Y N

**Credit Information**

<p>End of current enlistment _____</p> <p>Rank/Rate _____ Report Date _____</p> <p><b>Duty Station</b> (Attach copy of orders/ LES)</p> <p><i>If Military, Complete the following:</i> Considered for the purpose of the application for tenancy.</p> <p>* Applicant need not disclose alimony, child support or separate maintenance income or it's source, unless he/she wishes it to be considered for the purpose of the application for tenancy.</p> <p>Source _____</p> <p>Add'l income* amount _____</p> <p>Salary _____ per Week/ Month/ Year</p> <p>Supervisor _____ Phone _____</p> <p>How long employed _____</p> <p>Occupation _____</p> <p>Address _____</p> <p>Employer _____</p> <p><b>EMPLOYMENT INFORMATION</b></p>	<p>End of current enlistment _____</p> <p>Rank/Rate _____ Report Date _____</p> <p><b>Duty Station</b> (Attach copy of order/ LES)</p> <p><i>If Military, Complete the following:</i> Considered for the purpose of the application for tenancy.</p> <p>* Applicant need not disclose alimony, child support or separate maintenance income or it's source, unless he/she wishes it to be considered for the purpose of the application for tenancy.</p> <p>Source _____</p> <p>Add'l income* amount _____</p> <p>Salary _____ per Week/ Month/ Year</p> <p>Supervisor _____ Phone _____</p> <p>How long employed _____</p> <p>Occupation _____</p> <p>Address _____</p> <p>Employee _____</p> <p><b>EMPLOYMENT INFORMATION</b></p>
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<p>Do you own real estate _____ If yes, where: _____</p> <p>Phone Number _____</p> <p>Former Landlord _____</p> <p>Former Address _____</p> <p>Landlord Phone _____</p> <p>Current landlord _____</p> <p>Expiration Date _____ Notice Given _____</p> <p>Do you have a lease _____</p> <p>Rent or own _____ Monthly rent _____</p> <p>How long at current address _____</p> <p>Address: _____</p> <p>Relationship to Co-Applicant _____</p> <p>Phone Number: _____</p> <p>SSN# / D.O.B: _____</p> <p>Name _____</p> <p><b>Co-Applicant</b></p>	<p>Do you own real estate _____ If yes, where: _____</p> <p>Phone Number _____</p> <p>Former Landlord _____</p> <p>Former Address _____</p> <p>Landlord Phone _____</p> <p>Current landlord _____</p> <p>Expiration Date _____ Notice Given _____</p> <p>Do you have a lease _____</p> <p>Rent or own _____ Monthly rent _____</p> <p>How long at current address _____</p> <p>Address: _____</p> <p>Relationship to Co-Applicant _____</p> <p>Phone Number: _____</p> <p>SSN# / D.O.B: _____</p> <p>Name _____</p> <p><b>Applicant</b></p>
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Lease term requested: \_\_\_\_\_ day of \_\_\_\_\_ (month).  
Monthly rent \$ \_\_\_\_\_

**EXIT REALTY SPECIALISTS APPLICATION FOR TENANCY**

Application is hereby made to lease the premises at



Exit Realty Specialists  
Bart Hope  
601 South Battlefield Blvd  
Chesapeake, VA 23322



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Application submitted on \_\_\_\_\_ Date \_\_\_\_\_ at \_\_\_\_\_ Time \_\_\_\_\_ am/pm \_\_\_\_\_

**Applicant 1**

**Applicant 2**

The owner of the premises you are applying for carries insurance on the dwelling only. You must acquire renters insurance for your household goods. Neither the Agent nor Owner of the property is responsible for damages to your personal property.

Each applicant certifies information provided in the application is true and accurate to the best of their knowledge. Owner and Agent have each applicant's permission to obtain credit history and verify any information provided. If any applicant withholds or gives false information, this application is considered void and the owner may terminate the lease agreement.

If the application is approved and the Applicants do not enter into a lease, any fees/ deposits paid by the applicant(s) may be retained by the agent. Full Security Deposit must be received in certifies funds by agent within 24 hours after application approval. Property remains on the market until deposit is received. Application fees are nonrefundable.

Owner and Agent are pledged to the letter and spirit of U.S. policy for achievement of equal housing opportunity. We encourage and support affirmative advertising and marketing programs in which there are no barriers to obtaining housing because of race, color, sex, handicap, familial status, elderliness or national origin.

Megan's Law Disclosure: Applicant(s) should exercise whatever due diligence the deem necessary with respect to information on and sex offenders registered under Chapter 23 (19.2-387 ct seq.) of Title 19.2. Such information may be obtained by contacting your local police department or the Virginia State Police, Central Criminal Records Exchange, at 804-674-2000 or on the internet at [www.state.va.us/vsp/vsp.html](http://www.state.va.us/vsp/vsp.html).

Each applicant understands that the agent represents the Owner of the premises and acknowledges having received a copy of this application at the time it was submitted.

Do you have renters insurance? Y N

Do you have a waterbed? Y N Insurance for the waterbed? Y N Copy of policy? Y N

Do you have any pets? Y N How Many \_\_\_\_\_ Type/Weight \_\_\_\_\_

List all other persons who will occupy the rental premises: Name Relationship DOB SSN #

In case of emergency, Notify: Name: Address: Relationship Phone #

**Banking Information**

Outstanding Debts	_____	Payments	_____
Outstanding Debts	_____	Payments	_____
Outstanding Debts	_____	Payments	_____

Bank	_____	Account #	_____
Bank	_____	Account #	_____

Address: \_\_\_\_\_ Relationship \_\_\_\_\_ Phone # \_\_\_\_\_