

CONTRACT TO LEASE

I/we do hereby make application for occupancy on the following rental property and under the following terms:

Property Address: \_\_\_\_\_, Florida \_\_\_\_\_

Date of occupancy requested by tenant is \_\_\_\_\_ 20\_\_\_\_\_. Initial Term: Shall be for 12 months, ending the last day of \_\_\_\_\_, 20\_\_\_\_\_.

Rent: The rent, if paid on time, shall be \$\_\_\_\_\_ per month. (Note: This assumes that that the rent is paid on or before the first of each month, by 5:00p.m. Otherwise, a late fee will apply.)

Other Items Requested (If any, must be listed): \_\_\_\_\_

ASSOCIATION APPROVAL: Where applicable, this contract is subject to and contingent on the prospective tenant(s) being approved by the condominium/homeowners association. The prospective tenant(s) will pay any non-refundable application fee required by the condominium/homeowner's association and make application for association approval within 3 days from the effective date of this contract. Occupancy shall not be permitted prior to association approval. In the event that the prospective tenant(s) are not approved by the association and/or Sunshine Management, this contract will terminate and any rent and/or security deposits paid will be refunded to the prospective tenant(s). Refunds are subject to applicant (s) funds having cleared our bank account. The non-refundable application fees paid to the association and Sunshine Management are not refundable under any circumstance.

AUTHORIZATION: I/we affirm that the contact information contained in this rental application to lease is true and correct. I/we agree that Sunshine Management may terminate any agreement entered into (including the lease) in reliance that on any misstatement made in this application. I/we agree and affirm that that Sunshine Management may question and seek information from all persons and/or firms named by us in this application and contract to lease, and further authorize Sunshine Management to acquire my/our credit reports and criminal background check from any authorized credit agency. I/we agree that acceptance of this application is conditional upon a credit check and other verifications that are satisfactory to Sunshine Management.

FAILURE TO PERFORM: I/we agree to enter into a lease for the rental property upon the terms outlined above. I/we agree that I/we have toured, previewed and seen the rental unit being applied for and that I/we are accepting it in AS-IS condition, unless otherwise noted above in "Other Items Requested." If I/we refuse to enter into the manager's lease (within 48 hours of notification of approval,) AND/OR if occupancy is not taken by me/us on or before the occupancy date indicated, then Sunshine Management may rent or lease the property to another party and all deposits and application fees paid herewith shall be forfeited by the prospective tenant(s) and retained by Sunshine Management as liquidated damages.

RENTAL PROCESS AND APPLICATION PROCEDURE: I/we do hereby acknowledge that I/we were provided the handout entitled "Rental Process and Application Procedures" and that I/we understand and agree to the terms of application and rental process. I/we have read and initialed or signed all seven (7) pages of this application package and have submitted them with this application for consideration by Sunshine Management. I/we have also received a copy of the tenant handbook and agree to all terms.

DOGS: Most insurance companies look at certain breeds of dogs with suspicion. If the Owner of a property is not insured for these breeds, the tenant should not apply to rent the property. **The following breeds MAY not be accepted:** Pit Bulls and Rottweiler (no full bred or mix,) Dalmatians, German Shepherds, Akita (including Japanese and Akita Inu,) Bernese (including Mountain Dog, Berner Sennenhund and Bernese Cattle Dogs,) Canary Dogs (including Perro de Presa Canario,) Chow Chow, Doberman, Husky (including American, Eskimo and Greenland,) Karelian Bear Dog, Rhodesian Ridgeback, Russo-European Laika (including Russian Laika and Karelian Bear Laika,) wolf hybrids and any other breed of guard dog trained to attack. The foregoing applies to both purebred and mix breed dogs.

## RENTAL APPLICATION AND PROCEDURES

All applicants must view the interior of the property before executing a lease. The property must be accepted in an AS-IS condition before an application can be accepted, except when there is written agreement for repairs with the owner. If so, that agreement will become a part of the lease. Verbal representations are non-binding.

### Application Processing Time Frame:

- 1) All information collected for the approval or denial of this application is considered confidential in nature and for company use only.
- 2) Processing an application normally takes about 72 hours. Due to unforeseen circumstances, some applications may take longer. You will be contacted immediately upon determination of approval or denial. Upon approval, you will have 72 hours to complete all lease requirements for the property for which the application is submitted.
- 3) If the application is approved, you must sign a lease and provide a security deposit in certified funds for the premises within forty-eight (48) hours of approval. If an applicant fails to complete the lease and provide the necessary security deposit, within the time limit, the applicant will be disapproved and the property returned to the open market. This action does not prevent this/these applicant(s) from re-applying for the subject property or other available property. If the applicant deposits the security deposit and attempts to terminate the lease prior to occupying the property, the security deposit will be forfeited as liquidated damages for the owner.
- 4) Normally, applications will be processed on a "first-come, first-served" basis; however, due to our fiduciary relationship with the owner, if more than one (1) application is submitted before approval can be achieved, we are required to select the highest rated applicant for placement. In this situation only, those applicants not approved will be refunded their application processing fee.

### To Apply, the Following is Required:

- 1) If you decide to apply to rent one of our properties, there is a \$50.00 per single adult, \$75.00 per legally married couple, non-refundable application fee payable to: Sunshine Management. The application fee must accompany the completed application form provided to you by our company. Incomplete applications or applications that are submitted without the proper application fees will not be processed. Application fees will not be refunded for incomplete applications. All application fees must be paid in money order or cashier's check and accompanied by a copy of the applicant's driver's license. No personal checks will be accepted. No exceptions.

2) Some homeowner and condominium associations may require a separate application and fee. If this is the case, you must apply to such homeowner/condominium associations separately and remit the application fee required.

3) Upon receipt of your rental application and application fee, the following will take place:

- Credit report will be checked
- Public records will be checked for past convictions
- Employment and income will be verified
- Previous landlord references verified
- Criminal background check will be performed

\*\* You are advised not to apply if you have bad credit; bad references have been evicted in the past or have a criminal record. Co-signers may be considered on an individual basis.

I hereby acknowledge that I have read and understood this information about the rental application process.

Applicant Signature: \_\_\_\_\_

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

Printed Applicant Name: \_\_\_\_\_

Applicant Signature: \_\_\_\_\_

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

Printed Applicant Name: \_\_\_\_\_

RENTAL APPLICATION

Address of Property to be Rented: \_\_\_\_\_

Date of Proposed Move-In: \_\_\_\_\_

Rental Terms: \_\_\_\_\_

Applicant Name: \_\_\_\_\_ DOB: \_\_\_\_\_

SSN: \_\_\_\_\_ Driver License Number: \_\_\_\_\_ State: \_\_\_\_\_

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

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

Spouse Name: \_\_\_\_\_ DOB: \_\_\_\_\_

SSN: \_\_\_\_\_ Driver License Number: \_\_\_\_\_ State: \_\_\_\_\_

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

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

Other Co-Applicant: \_\_\_\_\_

(All Co-Applicants must complete a separate rental application form.)

Number of Occupants (Include any Co-Applicants): \_\_\_\_\_

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

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

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

Residence History for the Past Three (3) Years

Current Address: \_\_\_\_\_  
Street City State ZIP

Monthly Rent: \$ \_\_\_\_\_ Month and Year Moved In: \_\_\_\_\_ Out: \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

Owner/Landlord Agent: \_\_\_\_\_ Phone: \_\_\_\_\_



NOTE: If there are other sources of income that you wish us to consider, please income source and person (banker, employer, ect.) whom we can contact for more information. You do NOT have to list alimony, child support or spouse's annual income unless you want it to be considered as part of the application.

Income \$ \_\_\_\_\_ per \_\_\_\_\_

Source: \_\_\_\_\_

Pets? YES / NO If yes, what type? \_\_\_\_\_

If yes, how many? \_\_\_\_\_

Have you ever been evicted? Yes / No Have you filed for bankruptcy? Yes / No

Have you ever entered into litigation with a landlord? Yes / No

Are you currently listed on the Sexual Predator Registry? Yes / No

Have you ever willfully or intentionally refused to pay rent when due? Yes / No

If yes to any of the above, please explain (including dates): \_\_\_\_\_

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

Vehicle Make/Model: \_\_\_\_\_ Tag # \_\_\_\_\_ State: \_\_\_\_\_

Vehicle Make/Model: \_\_\_\_\_ Tag # \_\_\_\_\_ State: \_\_\_\_\_

In case of emergency, notify: \_\_\_\_\_ Relationship to applicant: \_\_\_\_\_

Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Any additional information which might help to evaluate this application:

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

**PLEASE READ BEFORE SIGNING**

AUTHORIZATION: I hereby authorize Sunshine Management to investigate consumer reports including but not limited to residential history (rental or mortgage,) employment history, criminal history records, court records and credit records and income verification. I understand that EACH prospective occupant is subject to approval. I understand that all applicants over age eighteen (18) must complete an application. If approved, applicant agrees to execute a lease within forty-eight (48) hours of notification of approval, or the application will be automatically rejected and I will forfeit any monies deposited. The security deposit, initial rents and any commissions must be paid at execution of lease. I understand that if the property is occupied at the time the lease is signed, that I agree to hold Sunshine Management and the owner harmless and waive any claim for the cost/damages if the occupant fails to move out of the premises as promised by the tenant.

\_\_\_\_\_ Initials of parties to this application that they have read the above statement.

I, the UNDERSIGNED APPLICANT, affirm the information contained in this application is true, accurate, complete and correct; and agree that if this is not so, my application may be denied and/or my lease will be held in default and I may be subject to eviction. I understand due to the Fair Credit Reporting Act, I will not be furnished with a copy of my credit report from Sunshine Management. I also understand that this application may be furnished to the owner upon its approval.

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

Printed Applicant Name: \_\_\_\_\_

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

Printed Applicant Name: \_\_\_\_\_

\* If you are working with a Realtor, please provide us with their name and contact information below.

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

Company: \_\_\_\_\_

Phone Number: \_\_\_\_\_