



At Home
Real Estate Services, Inc.

7495 McLaughlin Rd, Suite 103, Falcon, CO 80831
719-495-2247 office 719-457-5900 fax
www.athomeres.com

APPLICATION COVER SHEET

Please read this document carefully before signing. It is the policy of this management company that applications must be complete, and all fees paid prior to submission for consideration. All completed applications are processed daily (Mon-Fri). All approved applications for the same property are submitted to the owner for final decision. Once all information is received, the application will be presented to the Owner for final approval. Your cooperation and complete information will help expedite this process. It will normally take 2-3 business days for final approval of an application. Once approved, the full security deposit must be paid within 24 business hours in a cashier check or money order payable to AT Home Real Estate Services Inc.

Anticipated expenses for At Home Real Estate Services to process each applicant is \$55.00.

- \$25.00-credit check fee
- \$30.00-wages during application process
- \$10.00-office supply cost to process application

I/We understand that a background check will be ordered in conjunction with this rental application; credit report, income verification, rental history and a criminal investigation/records check will be ordered in conjunction with this application.

The undersigned authorizes, AT HOME REAL ESTATE SERVICES INC. to obtain and use reports to verify employment /mortgage or rental history in conjunction with processing this application.

App (1) Name: _____ Signature: _____ Date _____

App (2) Name: _____ Signature: _____ Date _____

Property applied for: _____



Real Estate Services, Inc.
 2790 N. Academy Blvd. #140
 Colorado Springs, CO 80917
 719-495-2247 office 719-457-5900 fax
www.athomeres.com

MONTHLY RENT _____ DESIRED POSSESSION DATE _____

AT HOME REAL ESTATE SERVICES INC. RENTAL APPLICATION

Today's Date: _____ Property applied for: _____

Please read this document carefully before signing. It is the policy of this management company that applications must be complete and all fees paid prior to submission for consideration. All completed applications are processed on a daily basis (Mon-Fri). All approved applications for the same property are submitted to the owner for final decision.

I/We understand that a credit report will be ordered in conjunction with this rental application; and a criminal investigation/records check will be ordered in conjunction with this application. In the event any derogatory, inaccurate, substantially false, or unverifiable information is listed below, such as rental history, or on my/our credit report(s), or in my/our criminal investigation check(s), I/we understand that this application to rent may be turned down by AT HOME REAL ESTATE SERVICES INC. I/We specifically authorize AT HOME REAL ESTATE SERVICES INC. to verify my/our employment and mortgage or rental history in conjunction with processing this application.

In the event more than one application is received for a property, the more qualified applicant will be offered a lease on the property. This application shall become a part of your lease, if you are accepted. Any misstatement or inaccuracy, whether intentional or inadvertent, shall be grounds for us to terminate any lease you enter.

A **thirty-five dollar (\$35.00) non-refundable** application fee is charged to each adult applicant to defray processing and credit report costs. Please obtain your receipt when you turn in this application. It is understood that the **Holding Deposit, in the amount of \$50.00**, will be returned if you are not accepted as tenants. If you are accepted as tenants and decide not to accept the housing applied for, the Holding Deposit is **FORFEITED**. If you are accepted, it will apply towards your Security/Damage Deposit. **The balance of the Security Deposit is due within 24 hours of application approval paid in certified funds.** Deposit must be paid and the lease must be signed to secure property.

Personal checks are not accepted for application fee or rental deposit.

NOTICE: Landlord Agent: A landlord agent (or listing 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.

Due to insurance ramifications, At Home Real Estate Services Inc. and the property owners will NOT accept certain breeds of dogs, specifically ROTTWEILER, DOBERMAN, PITBULL, GERMAN SHEPHARD, and CHOW, even if they are listed under a different name. Unless specifically approved by the Property Owner prior to application in writing and proof of Insurance is obtained.

It is the policy of this company to accept only certified funds for ALL DEPOSITIS and rent for the FIRST MONTH of tenancy. Certified funds can be MONEY ORDER or CASHIER'S CHECKS payable to At Home Real Estate Services Inc. IF THE FIRST MONTH OF TENANCY IS LESS THAN SEVEN (7) DAYS, THE NEXT MONTH'S RENT WILL NEED TO BE PAID AT TIME OF POSSESSION AS WELL AS ANY PRORATED RENT.

How did you hear about our company? _____

Applicant (1) Signature _____ Date _____

Applicant (2) Signature _____ Date _____

APPLICANT (1) INFORMATION

Last _____ (maiden) _____ First _____ Middle _____ Jr/Sr _____

SS # _____ Date of Birth _____ Driver's License # _____ State _____

Email _____ Phone # _____

CURRENT ADDRESS

Street _____ City _____ State _____ Zip _____

Landlord Or Mortgage CO. _____ Monthly Payment \$ _____

Phone # _____ Email _____

Money Owed? _____ Move In date? _____ Move Out date? _____

Reason for moving _____

PREVIOUS ADDRESS (If at current address for less than 5 years)

Street _____ City _____ State _____ Zip _____

Landlord Or Mortgage CO. _____ Monthly Payment \$ _____

Phone # _____ Email _____

Money Owed? _____ Move In date? _____ Move Out date? _____

Reason for moving _____

EMPLOYMENT STATUS

_____ Full Time _____ Part Time _____ Unemployed _____ Student _____ Retired

Employer Name _____ Employer Phone (_____) _____

Address _____ Supervisor _____

Start date? _____ Position _____ Rank/Rate/Pay Grade _____

Monthly Income (Gross) \$ _____

Other Source(s) of Income _____ Amount(s) \$ _____

Please provide proof of income (minimum 3 months paystubs, tax returns or letter of intent/offer letter)

IN CASE OF EMERGENCY

Applicant (1): Nearest Living Relative (**not living with you**)

_____ Phone(H) _____ (C) _____ Email _____

Address _____ Relationship _____

City _____ State _____ Zip _____

APPLICANT (2) INFORMATION

Last _____ (maiden) _____ First _____ Middle _____ Jr/Sr _____

SS # _____ Date of Birth _____ Driver's License # _____ State _____

Email _____ Phone # _____

CURRENT ADDRESS

Street _____ City _____ State _____ Zip _____

Landlord Or Mortgage CO. _____ Monthly Payment \$ _____

Phone # _____ Email _____

Money Owed? _____ Move In date? _____ Move Out date? _____

Reason for moving _____

PREVIOUS ADDRESS (If at current address for less than 5 years)

Street _____ City _____ State _____ Zip _____

Landlord Or Mortgage CO. _____ Monthly Payment \$ _____

Phone # _____ Email _____

Money Owed? _____ Move In date? _____ Move Out date? _____

Reason for moving _____

EMPLOYMENT STATUS

_____ Full Time _____ Part Time _____ Unemployed _____ Student _____ Retired

Employer Name _____ Employer Phone (_____) _____

Address _____ Supervisor _____

Start date? _____ Position _____ Rank/Rate/Pay Grade _____

Monthly Income (Gross) \$ _____

Other Source(s) of Income _____ Amount(s) \$ _____

Please provide proof of income (minimum 3 months paystubs, tax returns or letter of intent/offer letter)

IN CASE OF EMERGENCY

Applicant (2): Nearest Living Relative (not living with you & different then applicant 1)

_____ Phone(H) _____ (C) _____ Email _____

Address _____ Relationship _____

City _____ State _____ Zip _____

ADDITIONAL INFORMATION

Auto Make _____ Year _____ Color _____ Tag # _____ State _____

Auto Make _____ Year _____ Color _____ Tag # _____ State _____

Additional Vehicles: _____

CRIMINAL

Have you or anyone who will be living in the home ever been convicted of or pled guilty to a crime? If YES, please give details of all:

OCCUPANTS

Will anyone not listed on this application be staying in the home? YES _____ NO _____ Total Occupants: _____

If YES, how many and what is/are the relationship(s)? _____

PETS Do you have pets? _____ How Many? _____

Name _____ Type _____ Breed _____ Mature Weight _____ Age _____ Kept _____

Name _____ Type _____ Breed _____ Mature Weight _____ Age _____ Kept _____

CREDIT INFORMATION

Bank (1) _____

Address _____

() Checking () Savings () Other

Bank (2) _____

Address _____

() Checking () Savings () Other

ADDITIONAL COMMENTS

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.

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: _____

Broker