
CPL PROPERTIES

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Guidelines for Rental Qualification and Residency

Thanks for your interest in renting with CPL Properties. We are committed to providing the best service possible. Your cooperation in providing the necessary information will ensure the process runs smoothly without delays. After selecting your rental a **\$40.00 non refundable** fee is charged to process your application. Separate applications must be submitted for each person over 18.

The three steps to qualify for rental are:

1. Verifiable Income (pay check stub and/or 1099 or copy of filed IRS Tax Return)
2. Acceptable credit – including no previous evictions
3. Positive Prior Rental history
4. A copy of your credit report obtained through www.creditreport.com where you are allowed a free credit report once a year.

RENTAL APPLICATION – In order to satisfy the four steps above please fill out the rental application completely. We must have names, addresses and phone numbers of prior landlords and employers in order to verify the information given. Failure to complete the application could result in a delay of your approval and possibly allow someone else to rent your selection. After acceptance of the application a security deposit is required to hold the rental. Submit along with the credit report and a copy of your most current pay check.

FUNDS NEEDED TO MOVE IN – A security deposit equal to one month's rent, plus a non-refundable cleaning deposit and the first month's rent. An additional non refundable pet deposit of \$150.00 per animal will be required if pets are allowed. All payments must be made in certified funds, check, or cash. We are not able to process any credit card payments.

A copy of the *Arizona Residential Landlord and Tenant Act* is available through the Arizona Secretary of State's office or via the Internet at www.azsos.gov

Please complete the application and return to the above address along with supporting documents and the **\$40.00** rental application fee payable by check or cash.

I Have Read and Understand the Above:

Tenant



Date



APPLICATION FOR OCCUPANCY

Property ACS Code _____ Rent Amount _____

Property Address		#
Today's Date	Desired Date of Occupancy	Referral
Lease Term	Name of Roommate	Name of Co-Signer
Full-time Student? <input type="checkbox"/> Yes <input type="checkbox"/> No		

**FAILURE TO COMPLETE ALL SECTIONS AND SIGN (APPLICANT AND CO-APPLICANT)
MAY RESULT IN DELAY OR DENIAL**

Applicant Name	SSN	Date of Birth
Co-Applicant Name	SSN	Date of Birth
Home Phone Number	Work Phone Number	Cell Phone Number
Number of Occupants	Pet(s)? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, list type and weight (if dog):	
Child(ren)? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, List age(s) of child(ren):		
Emergency Contact Name:		Phone Number
Email Address:		

Residential History

Present Landlord / Complex Name			
Address			Apt. #
City	State	Zip	
Landlord Phone Number	Dates Rented: From	To	Rent Amount
Previous Landlord / Complex Name			
Address			Apt. #
City	State	Zip	
Landlord Phone Number	Dates Rented: From	To	Rent Amount
Previous Landlord / Complex Name			
Address			Apt. #
City	State	Zip	
Landlord Phone Number	Dates Rented: From	To	Rent Amount

Employment / Other Income / Financial Information

1.	Name of Employer (Applicant)	Position	From	To
	Address	Phone Number	Income (\$)	Per month
2.	Name of Previous Employer	Position	From	To
	Address	Phone Number	Income (\$)	Per month
3.	Name of Employer (Co-Applicant)	Position	From	To
	Address	Phone Number	Income (\$)	Per month
4.	Other Income: List any SSI, Disability, Student Grants, Dividends (Verification will be requested)			
	Name	Amount	Type of Income	
	Name	Amount	Type of Income	

General Questionnaire – Answer all Questions

Have you ever been evicted or asked to leave a property? <input type="checkbox"/> Yes <input type="checkbox"/> No	If Yes, please explain:
Have you ever been convicted of a crime? <input type="checkbox"/> Yes <input type="checkbox"/> No	If Yes, please explain:

Number of Cars:	Make	Model	Year	Color
	Make	Model	Year	Color
Driver's License Number	State Issued		License Plate Number	

Personal Reference Name	Phone Number
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FALSE STATEMENTS OR INCOMPLETE INFORMATION WILL BE GROUNDS FOR DENIAL OF THIS APPLICATION

This application must be signed before Landlord can consider it. Acceptance of this application, and any monies deposited herewith is not binding upon Landlord until approved by Landlord. If approved, monies deposited with this Application will be held as a Reservation Deposit to be either returned to Applicant or credited toward any Deposit, which may be required of Applicant at the time a Rental Agreement is secured. If approved, and the rental unit is held for Applicant for more than one day, then the Applicant withdraws the Application, all monies deposited shall be forfeited to Landlord.

NON REFUNDABLE APPLICATION PROCESSING FEE \$40.00

In compliance with the *FAIR CREDIT REPORTING ACT* this notice is to inform you that the processing of this Application includes, but is not limited to, making any inquiries deemed necessary to verify the accuracy of the information herein, including procuring consumer reports from consumer credit reporting agencies and obtaining credit information from other credit institutions. The undersigned agrees this Application and any information reports will remain the property of Apartment Credit Services, Inc.

Security Deposit	\$	I hereby grant this property and Apartment Credit Services, Inc. the right to process this Application for the purpose of obtaining a Rental/Lease Agreement with this property. Additionally, I authorize all corporations, companies and law enforcement agencies, academic institutions and current and former employers to release information they may have about me and release them from any liability and responsibility from doing so. A photographic or faxed copy of this authorization shall be as valid as the original.
Pet Deposit	\$	
Processing Fee	\$ 40	
Other	\$	
Total Required	\$	
Amount Paid	\$	Signature of Applicant X
Deposit Due	\$	Signature of Co-Applicant X
		Leasing Consultant Signature X

