



Application for Tenancy and credit Approval

Dear Prospective Tenant:

We appreciate your interest in renting/leasing a home through Robbins Realty. This letter provides general information on the application process. If additional information is needed, please feel free to contact your Robbins Realty agent for assistance.

Please be sure to complete all information on the application; including contact phone numbers of employers and landlord. Most applications can be processed within 24 hours or less if all information is accurate, correct and complete. Failure to complete all requested information may result in a delay in processing your application.

Please include a **\$25.00 Non-refundable application fee** for each applicant. If your application is approved, CERTIFIED Funds or MONEY ORDER will be required. No cash will be accepted. Robbins Realty charges a non-refundable Administrative Fee of \$195.00 due at the time of signing the lease.

If your application is approved you will be required to provide two (2) certified checks or money orders as follows;

\$ _____ First months rent / plus Admin Fee made payable to **Robbins Realty**.

\$ _____ Security Deposit / Holding / plus Pet Deposit (if applicable) made payable to the Landlord as listed below

Please be advised, if your application is approved you will have 24 hours to get certified funds to Robbins Realty for the Security / Holding Deposit. Upon receipt of said funds and signing a Holding deposit agreement. The said property shall be taken off the market. Therefore, all money set forth as holding deposit shall become Non-refundable if you decide not to rent/lease the said home.

In most cases, Robbins Realty will not be managing the property you are renting. Therefore, all rent payment, repair requests or issues with the home will be directly to the landlord. Said information will be printed on the first page of your lease.

No Pets are allowed unless first approved by landlord. If pets are allowed a written and signed Pet Agreement will be required. The Landlord reserves the right to require a Non-refundable deposit for pet. Landlord may not accept certain breeds of dogs such as Pit Bull, Rottweiler, Chows, Doberman, German Shepard or mix-breed dogs. If these types of animals are allowed, you may be required to carry liability insurance and additional Pet Deposits may be required.

We appreciate your interest and look forward to working with you.

I / We have read this information and understand;

Applicable Signature Date

Applicable Signature Date

Robbins Realty Broker / or designated Agent Date