

ATLANTA'S  
**Millennium**  
REALTY

4290 Bells Ferry Road, Suite 106-577, Kennesaw, GA 30144-7140

Phone: 770 928-9600

Fax 770 928-6102

**RESIDENTIAL RENTAL APPLICATION**

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Dear Prospective Tenant;

We are very pleased that you are interested in one of the homes in our inventory. In order for us to respond quickly to your application it is essential that you complete the Tenant's Application accurately, completely and truthfully.

We have been managing residential properties since 1977. We are proud of our properties and our tenants. The properties are valuable assets and as such we must ensure that whomever is placed in one of our properties can be trusted. Developing that trust begins with your application.

As part of our approval process, we will review your credit and rental history, determine your ability to pay the rent and verify the accuracy of your information. Most of our approval process will be conducted via the telephone. Our approval department works around the clock so please consider that fact when providing contact information on your application. Your approval should be granted within 24 hours if the information you provide is complete. Please ensure you initial each page and don't forget to sign the last page. You may fax your completed application directly to **770-928-6102** or have it delivered to our office. We must have the signature of each applicant/co-applicant.

If you are self-employed, we may require that you provide us with a financial statement from your tax attorney or accountant or a copy of your Federal Tax Return from the previous two tax years.

We will require that anyone of the age of 18 or older (including applicant's adult children) that intends to utilize the Premises as their residence to be a party to the Agreement and as such we will require these parties to complete the information requested as either an applicant or a co-applicant. You may make additional copies of the co-applicant page if necessary.

While your credit information is important, it is not the primary basis for your approval. However, we will check your credit and for that reason we have to include the following notice. The Federal EQUAL CREDIT OPPORTUNITY ACT prohibits discrimination against credit applicants on the basis of sex or marital status. The Federal Agency that administers compliance with this law is the Federal Trade Commission with local offices at 1718 Peachtree St. NW, Room 1000, Atlanta, GA 30309.

Some of our properties were built prior to 1978. This is significant because the use of lead and lead based products prior to 1978 was permitted in residential construction. While we are not aware of a lead based problem with any of our properties, we are required by federal law to make available to you a pamphlet entitled "Protect Your Family From Lead in Your Home". These are available at our offices and by request.

There are no application fees and no deposits required with your application. However, our properties are offered on a guaranteed basis to those individuals that meet our screening process and provide a security deposit. If upon completion of our screening process we find your application acceptable, you will be asked to sign a Residential Rental Agreement and to provide the required security deposit. Once the Agreement is signed and the security

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deposit tendered, the property will be removed from the market.

For people that are relocating from a distant location, or for those that simply wish to secure the property at the time of their application, we offer an availability guarantee for \$500.00 (guaranteed funds) to secure the property while your application is processed and the appropriate documents generated and signed. However, if you utilize this option, be aware that if for **any reason** you do not end up leasing the property, you will forfeit the \$500.00. If you rent the property, your \$500.00 will be applied to your security deposit. Again, this is risky. Be aware that you could lose the funds you provide for an availability guarantee.

We will require that you provide photo identification for each tenant listed on the Agreement at the time of lease signing. If there are any repairs or conditions that need to be corrected at the property, they will be documented on the Rental Property Condition Report (RPCR) provided to you prior to consummating the Agreement. The RPCR is also the document that identifies any property damages deemed cosmetic in nature for which you will not be held responsible. A copy of our standard rental Agreement and RPCR is available for your review upon request.

Millennium Realty is committed to providing you with highest reasonably achievable level of security. As a part of that process we recognize that you may be more secure if the property is re-keyed prior to your occupancy. The cost for having this done is not insignificant and, unfortunately, it is a cost we must pass on to you as tenants. You will be given the opportunity to determine if this is a service you desire. However, we must advise you that if you decline this service, Millennium Realty cannot be held responsible for any related security breach. This is not a decision that should be trivialized. We recommend that you accept the service.

The principals of our company created our rental program to meet the special needs of people looking for temporary housing. We realize that your tenancy may be temporary however it is our desire to establish long-term relationships with each and every one of you. We want you to be happy. Our goal is to help individuals realize the American Dream. If we can assist you in this or any other real estate related manner, please do not hesitate to call us at 770-928-9600 or email [Daryl@AtlantasMillenniumRealty.com](mailto:Daryl@AtlantasMillenniumRealty.com)

Sincerely,

Daryl Neisess - President

Application made for the Premises at: _____
With an intended date to occupy of _____ Today's date is _____
How did you find this property? _____
Who showed you the property? _____

**RESIDENTIAL RENTAL APPLICATION**

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**APPLICANT'S INFORMATION**

**Name:** \_\_\_\_\_  
Date of Birth: \_\_\_\_\_ Social Security No.: \_\_\_\_\_  
Daytime Phone: \_\_\_\_\_ Evening Phone: \_\_\_\_\_  
Email address(s): \_\_\_\_\_

**Complete Current Address:** \_\_\_\_\_  
Time at this address: Years: \_\_\_\_\_ Months: \_\_\_\_\_ Reason for moving: \_\_\_\_\_  
Property Manager/Mortgage Holder's Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
Complete Mailing Address: \_\_\_\_\_  
Email address: \_\_\_\_\_ Current Rent/Payment: \_\_\_\_\_

**Complete Previous Address (if < 3 yrs @ current):** \_\_\_\_\_  
Time at this address: Years: \_\_\_\_\_ Months: \_\_\_\_\_ Reason for moving: \_\_\_\_\_  
Property Manager/Mortgage Holder's Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
Complete Mailing Address: \_\_\_\_\_  
Email address: \_\_\_\_\_ Rent/Payment: \_\_\_\_\_

**Applicant's Income Sources:**  
Present Employer: \_\_\_\_\_ Phone: \_\_\_\_\_  
Complete Mailing Address: \_\_\_\_\_  
Position: \_\_\_\_\_ Monthly Gross Income: \_\_\_\_\_  
Supv Name: \_\_\_\_\_ Length of time with this employer: \_\_\_\_\_  
Other sources of income: \_\_\_\_\_ Amount/mo: \$ \_\_\_\_\_

**Applicant's Personal References**

Name: _____	Name: _____
Relation: _____	Relation: _____
Best Phone # : _____	Best Phone # : _____
Email Address: _____	Email Address: _____

  

Emergency Contact: _____	Closest Relation: _____
Relation: _____	Relation: _____
Best Phone #: _____	Best Phone #: _____
Email Address: _____	Email Address: _____

# RESIDENTIAL RENTAL APPLICATION

## CO-APPLICANT'S INFORMATION

(Use SAA for any information that is truly the same as the applicant)

(Copy this page if necessary for additional co-applicants)

**Name:** \_\_\_\_\_  
Date of Birth: \_\_\_\_\_ Social Security No.: \_\_\_\_\_  
Daytime Phone: \_\_\_\_\_ Evening Phone: \_\_\_\_\_  
Email address(s): \_\_\_\_\_

**Complete Current Address:** \_\_\_\_\_  
Time at this address: Years: \_\_\_\_\_ Months: \_\_\_\_\_ Reason for moving: \_\_\_\_\_  
Property Manager/Mortgage Holder's Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
Complete Mailing Address: \_\_\_\_\_  
Email address: \_\_\_\_\_ Current Rent/Payment: \_\_\_\_\_

**Previous Address (if < 3 yrs @ current):** \_\_\_\_\_  
Time at this address: Years: \_\_\_\_\_ Months: \_\_\_\_\_ Reason for moving: \_\_\_\_\_  
Property Manager/Mortgage Holder's Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
Complete Mailing Address: \_\_\_\_\_  
Email address: \_\_\_\_\_ Rent/Payment: \_\_\_\_\_

**Co-Applicant's Income Sources:**  
Present Employer: \_\_\_\_\_ Phone: \_\_\_\_\_  
Complete Mailing Address: \_\_\_\_\_  
Position: \_\_\_\_\_ Monthly Gross Income: \_\_\_\_\_  
Supv Name: \_\_\_\_\_ Length of time with this employer: \_\_\_\_\_  
Other sources of income: \_\_\_\_\_ Amount/mo:\$ \_\_\_\_\_

### Co-Applicant's Personal References

Name: \_\_\_\_\_ Name: \_\_\_\_\_  
Relation: \_\_\_\_\_ Relation: \_\_\_\_\_  
Best Phone # : \_\_\_\_\_ Best Phone # : \_\_\_\_\_  
Email Address: \_\_\_\_\_ Email Address: \_\_\_\_\_

Emergency Contact: \_\_\_\_\_ Closest Relation: \_\_\_\_\_  
Relation: \_\_\_\_\_ Relation: \_\_\_\_\_  
Best Phone #: \_\_\_\_\_ Best Phone #: \_\_\_\_\_  
Email Address: \_\_\_\_\_ Email Address: \_\_\_\_\_



**RESIDENTIAL RENTAL APPLICATION**

**OPTIONAL SERVICES** - In an attempt to maintain our rental rates as low as reasonably achievable our typical Rental Agreement will require the tenant to provide regular and routine maintenance to the property. This will include the services listed below and various other minor maintenance where the cost is less than \$50.00 per calendar month. Please indicate by circling your desired response to each of the following services and initial adjacent to the particular services. If you indicate that you desire to have the Property Manager (PM) perform any services, the services will be provided on an as-needed basis and you will be billed monthly for the cost associated with those services.

<u>Service Description</u>	<u>Cost</u>	<u>Tenant Desires PM to Perform</u>	<u>Tenant Initials</u>
Lawn mowing and edging	\$65.00 per visit	Yes / No	_____
Tree/shrub pruning	\$65.00 per visit	Yes / No	_____
Lawn fertilization	\$55.00 per visit	Yes / No	_____
Lawn over seeding	\$135.00 per visit	Yes / No	_____
Island/flower bed weed removal	\$23.00 per hour	Yes / No	_____
Gutter cleaning	\$250.00 per visit	Yes / No	_____
HVAC filter replacement	\$75.00 per visit	Yes / No	_____
Light bulb replacement	\$75.00 per visit	Yes / No	_____
Other Minor Maintenance	\$85.00 per visit plus \$38/hr	Yes / No	_____

**SIGNATURE ACKNOWLEDGMENTS AND RELEASE** - By signing, you specifically authorize Property Manager and/or Property Manager's service providers to contact credit services, personal and credit references given herein, and your employer(s) to verify the information stated within this application. You also authorize Property Manager to share the information on this application and the related verification data with anyone Property Manager feels is a part of the screening process. You acknowledge that this application is the property of the Property Manager. You represent that the information you provided within this application is true and correct. Furthermore, you acknowledge that providing false information herein may constitute grounds for rejection of the application, termination of your right of occupancy and or forfeiture of deposits and may constitute a criminal offense under the laws of the State of Georgia. If approved, you authorize Property Manager to establish a credit account to extend credit to you and you agree to comply with Property Manager's terms and conditions for said account identified in the Residential Rental Agreement.

\_\_\_\_\_  
Signature of Applicant  
(Jointly and severally)

\_\_\_\_\_  
Signature of Co-Applicant  
(Jointly and severally)

\_\_\_\_\_  
Signature of Co-Applicant  
(Jointly and severally)

\_\_\_\_\_  
Signature of Co-Applicant  
(Jointly and severally)