



Island View Realty, LLC

8510 Navarre Parkway
Navarre, Florida 32566-6902
850.939.2366 • 800.262.2366
Fax 850.939.3804
c21ivr@navarre21.com
www.navarre21.com

"YOUR FULL SERVICE REAL ESTATE COMPANY"

SALES

- Homes & Beach Properties
- Land & Commercial

PROPERTY MANAGEMENT

- Mainland & Navarre Beach
- Long Term & Vacation Properties

RESIDENTIAL SELECTION CRITERIA

A separate application is required for each applicant over the age of eighteen (excluding dependent children and/or spouse) who will reside at the property to guarantee compliance with the Federal Housing Acts. Applicants will not be accepted on a "first come", "first serve" basis, all pending applications will be submitted to the owner of the property for review and final decision.

Century 21 Island View Realty, LLC and the owner of the property do not discriminate on the basis of age, race, color, religion, sex, national origin, handicap, or family status.

The following is the criteria set forth by the owner of the rental property and Century 21 Island View Realty, LLC for qualifying an applicant as a resident and must be included with the application:

1. Application must be fully completed, dated, and signed.
2. Disclosure statements must be dated and signed.
3. Applicant must provide proof of identity with photo; such as a state driver's license.
4. Applicant must provide a social security number or be able to verify that no number has been given.
5. Landlord history, present and past, must be verified for the previous two years from the date of application.
6. Family size must be in compliance with the available unit per HUD regulations.
7. If self employed, applicant(s) must provide a signed copy of the previous years federal tax returns to include all schedules, 1099's, etc. and a Year-To-Date Profit and Loss Statement.
8. If salaried and/or hourly waged employee, applicant(s) must provide a copy of the most recent pay stub.
9. Non-employed applicants must provide proof of income; i.e. proof of retirement income, proof of Social Security Benefits, proof of disability income, etc.
10. Proof of child support and/or alimony payments is required in the event said payments are to be used in qualification ratios.
11. Prohibits the rental of a single family dwelling to more than two (2) unrelated adults.

APPLICANTS MAY BE DENIED OCCUPANCY FOR ANY OF THE FOLLOWING:

1. Falsification of any information listed on the application.
2. Unable to satisfactorily verify any information listed on the application.
3. Conflicting information listed on the application versus other information obtained from the credit report and/or from public records.
4. Incomplete application.
5. Debt to income ratios exceeding 29% for the housing ratio and/or 41% for the total debt ratio.



APPLICANTS MAY BE DENIED OCCUPANCY FOR ANY OF THE FOLLOWING: (Continued)

6. Poor rental history to include, but not limited to:
 - a. Non-payment of rent,
 - b. More than two (2) late notices issued during tenancy,
 - c. More than two (2) insufficient checks issued during tenancy,
 - d. A filed eviction,
 - e. An agreement to vacate premises to avoid eviction,
 - f. A report of violence to persons or property,
 - g. A report of poor or unsanitary housekeeping,
 - h. A report of not maintaining the lawn, flowerbeds, or exterior of the premises in general,
 - i. A report of drug-related activity by any household members and/or guests.

7. Poor credit history and/or insufficient credit history to include, but not limited to:
 - a. Credit Score Rating of less than 580,
 - b. Bankruptcy discharged less than two (2) years from the date of application,
 - c. Bankruptcy that has not been discharged as of the date of application,
 - d. Late payments within the past two (2) years from the date of application,
 - e. Unpaid judgments or collection items.

8. Any conviction of any length of time for any drug related, sexual related, murder related or arson related crime.

As evidenced by the signature(s) below, the applicant(s) hereby certify that the applicant(s) has received and read the Residential Selection Criteria and acknowledge that Century 21 Island View Realty, LLC merely verifies the information on the Rental Application, obtains a credit report, and provides said information to the owner of the rental property for their final decision as to accept or deny the application based upon the above stated criteria. The applicant(s) acknowledge that at the sole discretion of the owner of the rental property, the owner of the rental property may accept an application that does not meet all, and/or a portion thereof, of the above stated criteria by requiring an additional security deposit and/or additional advance rent payments.

List Above The Property Address Of The Property You Are Making Application For

List Above The Date That You Would Anticipate Taking Occupancy Of The Property

Printed Name of Applicant

Printed Name of Applicant

Signature of Applicant

Signature of Applicant

Date

Date



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RESIDENTIAL LEASE FOR SINGLE FAMILY DWELLING,
DUPLEX, OR FOURPLEX DISCLOSURE

MATT GARDNER told me that he is not an attorney and may not give legal advice or represent me in court. MATT GARDNER told me that he may only help me fill out a form approved by the Supreme Court of Florida. MATT GARDNER may only help me by asking me questions to fill in the form. MATT GARDNER may also tell me how to file the form. MATT GARDNER told me that he is not an attorney and cannot tell me what my rights or remedies are, or how to testify in court.

The applicant/tenant acknowledges and agrees to the following: (1) that Century 21 Island View Realty, LLC has no ownership interest in the properties managed by Century 21 Island View Realty, LLC, (2) that Century 21 Island View Realty, LLC is acting as the Agent on behalf of, or at the request of, the respective owner(s) of the managed property, (3) that Century 21 Island View Realty, LLC has been authorized by the owner(s) of the managed property to sign leases on behalf of said owner(s) of the managed property, (4) that any agreement to lease/rent the property is solely between the applicant/tenant and the owner(s) of the managed property with Century 21 Island View Realty, LLC acting as the Agent for the owner(s) of the managed property, and (5) that in the event of any dispute and/or litigation arising from and/or related to the managed property, the applicant/tenant agrees to hold Century 21 Island View Realty, LLC, its employees, agents, and/or assigns harmless and the tenant shall look solely to the owner(s) of the managed property.

All lease payments must be in the form of a personal check, money order, or cashier's check. Lease payment by credit card or cash will not be accepted. All lease payments must be payable to Century 21 Island View Realty, LLC as the Agent for the owner(s) of the managed property and sent to 8510 Navarre Parkway, Navarre, FL 32566, unless the owner(s) of the managed property or Century 21 Island View Realty LLC as Agent for the owner(s) of the managed property gives tenant written notice of a change. Century 21 Island View Realty, LLC as Agent for the owner(s) of the managed property may perform inspections on behalf of the owner(s) of the managed property. All notices from the owner(s) of the managed property and/or Century 21 Island View Realty, LLC as Agent for the owner of the managed property shall be given by certified mail, return receipt requested, or by hand delivery, or by posting a copy on the premises.

Applicant: (Initial Appropriate Line Below)

Applicant: (Initial Appropriate Line Below)

I can read English - or -
(Initials)

I can read English - or -
(Initials)

I can not read English but this
(notice and all other related documents
were read to me by:

I can not read English but this
(notice and all other related documents
were read to me by:

(Printed Name Of Person Reading Documents)

(Printed Name Of Person Reading Documents)

In
(Language Used To Read/Interpret Documents)

In
(Language Used To Read/Interpret Documents)

(Signature Of Person Reading/Interpreting Documents)

(Signature Of Person Reading/Interpreting Documents)

Printed Name Of Applicant

Printed Name Of Applicant

Signature Of Applicant

Signature Of Applicant

Date

Date





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DISCLOSURE

LEAD BASE PAINT: Housing built before 1978 may contain lead based paint. Lead from paint, paint chips, and dust can pose health hazards if not managed properly. Lead exposure is especially harmful to young children and pregnant women. Before renting pre-1978 housing, lessors must disclose the presence of lead base paint, and/or lead based paint hazards in the dwelling. Leesees must also receive a federally approve pamphlet on lead based poisoning prevention. Lead Based Housing Addendum will be included with the lease for all housing built prior to 1978.

RADON GAS: Radon is a naturally occurring radioactive gas that, when it has accumulated in a building in sufficient quantities, may present health risks to persons who are exposed to it over time. Levels of radon that exceed Federal and State guidelines have been found in buildings in this State. Additional information regarding radon and radon testing may be obtained from your county public health unit.

SEXUAL OFFENDER: The Florida Department of Law Enforcement maintains a list of sexual predators/offenders to enable the public to request information about these individuals who may be living in their communities. If this is important to you, contact the Florida Department of Law Enforcement directly prior to entering into a contract at 1-800-357-7332 (Toll Free), e-mail at sexpred@fdle.state.fl.us, or log on to www.fdle.state.fl.us.

Printed Name of Applicant

Printed Name of Applicant

Signature of Applicant

Signature of Applicant

Date

Date





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TRANSACTION BROKER NOTICE

Florida Real Estate Licensees who desire to operate as a TRANSACTION BROKER are required by Section 475.25(1)(q)3, Florida Statutes, to give written notice to all parties to the real estate transaction. The purpose of the TRANSACTION BROKER NOTICE is to place the parties on notice that the licensee will be operating as a TRANSACTION BROKER and to describe the licensee's role as a TRANSACTION BROKER.

A licensee who facilitates a brokerage transaction between an owner and a tenant without representing either party as an agent is known as a TRANSACTION BROKER. A TRANSACTION BROKER has no fiduciary duty to either party except duties of accounting and to use skill, care, and diligence.

As a TRANSACTION BROKER, Century 21 Island View Realty, LLC is required to treat the owner and tenant with honesty and fairness, and shall disclose all known facts materially affecting the value of the property to the owner and tenant in a residential transaction.

The TRANSACTION BROKER NOTICE has been adopted by the Florida Real Estate Commission and is required by Rule 10.037 of the rules of the Commission.

Print Name

Print Name

Signature

Signature

Date

Date



RENTAL APPLICATION APPLICANT'S PERSONAL & CREDIT INFORMATION (CONTINUED)

Applicant	EMPLOYMENT INFORMATION	Applicant/Spouse
Name & Address of Employer (street, city, state, zip code) Self Employed Yes _____ No _____		Name & Address of Employer (street, city, state, zip code) Self Employed Yes _____ No _____
Name of Supervisor	Supervisor's Phone Number ()	Name of Supervisor
		Supervisor's Phone Number ()
Dates of Employment From _____ To _____	Monthly Gross Income	Dates of Employment From _____ To _____
		Monthly Gross Income
Occupation/Title/Rank or Grade		Occupation/Title/Rank or Grade

Applicant	VEHICLE INFORMATION	Applicant/Spouse
Vehicle Year _____ Make _____ Model _____		Vehicle Year _____ Make _____ Model _____
Tag Number _____ State _____ Exp. Yr. _____		Tag Number _____ State _____ Exp. Yr. _____

Applicant	NEAREST LIVING RELATIVE INFORMATION	Applicant/Spouse
Name of Nearest Relative _____		Name of Nearest Relative _____
Phone () _____ Relationship _____		Phone () _____ Relationship _____

OCCUPANT INFORMATION

List Names, Ages, Relationship of ALL Occupants Not Listed On Page One:

Name _____	Age _____	Relationship _____
Name _____	Age _____	Relationship _____
Name _____	Age _____	Relationship _____
Name _____	Age _____	Relationship _____
Name _____	Age _____	Relationship _____

PET INFORMATION

Will there be pets on the premises; including, but not limited to, dogs, cats, birds, fish, gerbils, hamsters, etc. Yes _____ No _____

If YES, provide the following information:

Type _____	Breed _____	Color _____	Weight _____ lbs.
Type _____	Breed _____	Color _____	Weight _____ lbs.

Describe any other type of pet below; i.e. number of fish and size of fish tank, number of cats, gerbils, hamsters, ferrets, etc.

Applicant Initials _____	Applicant/Spouse Initials _____
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RENTAL APPLICATION APPLICANT'S PERSONAL & CREDIT INFORMATION (CONTINUED)

APPLICANT LIABILITIES INFORMATION

List the name, last four digits of account number, minimum monthly payment, and unpaid balance of all outstanding debts; including, but not limited to, mortgages, auto loans, credit cards, student loans, etc., use an additional sheet of paper to list all accounts if necessary.

Name of Company/Creditor	Last Four Digits of Account Number	Min. Monthly Payment	Balance

APPLICANT/SPOUSE LIABILITIES INFORMATION

List the name, last four digits of account number, minimum monthly payment, and unpaid balance of all outstanding debts; including, but not limited to, mortgages, auto loans, credit cards, student loans, etc., use an additional sheet of paper to list all accounts if necessary.

Name of Company/Creditor	Last Four Digits of Account Number	Min. Monthly Payment	Balance

ANSWER THE FOLLOWING QUESTIONS

- | | | |
|--|-----------|----------|
| 1. Do you know how to change the A/C filter & will you change it on a monthly basis? | _____ Yes | _____ No |
| 2. Do you own a lawn mower, edger, and power trimmer? | _____ Yes | _____ No |
| 3. Have you ever filed a petition of bankruptcy? | _____ Yes | _____ No |
| 4. Have you ever been evicted from a tenancy? | _____ Yes | _____ No |
| 5. Have you ever had an eviction notice served upon you? | _____ Yes | _____ No |
| 6. Have you ever been late on a rent payment? | _____ Yes | _____ No |
| 7. Have you ever willfully and intentionally refused to pay any rent when due? | _____ Yes | _____ No |
| 8. Have you ever had all, or a portion thereof, of a Security Deposit withheld? | _____ Yes | _____ No |

If you answered YES to questions 3, 4, 5, 6, 7, or 8; provide a brief explanation below:

ACKNOWLEDGEMENT, CERTIFICATION, & AUTHORIZATION AGREEMENT

Acknowledgement: The undersigned acknowledge(s) and agree(s) that: (1) the property will not be used for any illegal or prohibited purpose of use; (2) all statements made in this application are made for the purpose of renting the property; (3) verification and re-verification of any information contained in the application may be made at any time by the Owner and/or Owner's Agent either directly or through a credit reporting agency, from any source named in this application and the original copy of this application will be retained by the Owner and/or Owner's Agent, even if the application is not approved; (4) the Owner and/or Owner's Agent will be held harmless and exempt from any legal recourse in the event the application is not approved; (5) the Owner and/or Owner's Agent may terminate any agreement entered into in reliance on any misstatement made herein; and (6) the \$20.00 Application Fee is not refundable under any circumstances, even if the application is denied.

Certification: I, the undersigned applicant, hereby certifies that the information provided in this application is true and correct as of the date set forth opposite of my signature on this application and acknowledge my understanding that any intentional or negligent misrepresentation of the information contained herein may result in civil liability and/or criminal penalties and the termination of any agreement entered into due to the reliance upon any misrepresentation which I have made on this application.

Authorization: I, the undersigned applicant, hereby authorize Century 21 Island View Realty, LLC., its employees, successors or assigns, to obtain a credit report and verify all information listed on this application to include but not limited to, criminal background check, and court records check.

Applicant	Applicant/Spouse
Print Name: _____	Print Name: _____
Signature: _____	Signature: _____
Date: _____	Date: _____