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## RENTAL EVALUATION GUIDELINES

Please read the following thoroughly. The inability to meet the criteria of the following – particularly line items 4, 5, 6, 7 and 9 – will result in the denial of an application. **Processing fee is \$25 per person who plans to reside in the home.** (Make check payable to: Belmor Park).

1. **RENTAL APPLICATIONS:** A Rental Application must be fully completed by each applicant planning to reside in Belmor Park. Any omissions, errors, or falsified information will constitute rejection of the application or termination of occupancy rights under the Rental Agreement.
2. **RENTAL APPLICATION FEE:** Application fees are due at the time of application and are non-refundable. (\$25 per person)
3. **APPLICATION IDENTIFICATION:** A readable copy of official photo identification, such as a driver's license or passport, is required of all applicants for tenancy. Copies will be made by Belmor Park staff.
4. **INCOME REQUIREMENTS:** Verifiable income must be three times the amount of the space rent. Verification of all sources of income required by providing three months' pay stubs and/or bank, brokerage, pension or Social Security statements.
5. **CREDIT REQUIREMENTS:** The credit history for each individual person will be reviewed and evaluated on which the approval or denial of occupancy will be based. Applicants cannot have an open or pending bankruptcy. Other credit of those applying must be current and have been paid in a timely manner.
6. **RESIDENTIAL HISTORY & REFERENCES:** All available residential history will be reviewed and must exhibit no derogatory information.
7. **CRIMINAL HISTORY:** Applicants with former or present criminal or drug problems as verified by the credit reporting agency will not be approved.
8. **RESIDENCY:** Mobile home to be used as residency. No business signs are permitted.
9. **AGE:** At least one of the approved residents must be 55 years of age. Families with children under 18 will not be accepted.
10. **DOGS:** Dogs over 50 pounds or of the following breeds will not be permitted in the park: Akita, American Bulldog, Boxer, Chow-Chow, Doberman Pincer, German Shepherd, Mastiff, Pit Bull, Wolf Hybrid, or any mixture of these breeds. ALL pets must be approved by the Management.
11. **TAX:** 10% sales tax applies on all new home purchases.

I/we \_\_\_\_\_ (print name/s) have read the above criteria for rental of mobile spaces at Belmor Mobile Home Park, understand the information, believe I/we will qualify, and choose to proceed with application for residency in Belmor Park.

\_\_\_\_\_  
Date: \_\_\_\_\_

\_\_\_\_\_  
Date: \_\_\_\_\_

**NOTE: ADDITIONAL RESIDENTS** requesting residency in an existing resident's home must first qualify to live in Belmor Park by submitting proper identification, a completed and signed application for residency, pay the application fee, and be granted written approval by Belmor management before moving into the home.

Revised Date: 5/8/2018

# Rental Application

Every occupant over the age of 18 MUST fill out a separate application (even if married). Please fill out this form COMPLETELY and sign where indicated

## Personal Information:

First Name:	Middle:	Last Name:	Social Security Number:
Birth Date:	Marital Status:		Driver's License #:      State:
Home Phone:	Cell Phone:	Email:	
Present Home Address:		City/State/Zip	
Length of Time:	Landlord's Name:		Landlord's Phone:
Reason for Leaving:		Amount of Rent:	Is Your Present Rent Up to Date?
Previous Home Address:		City/State/Zip	
Length of Time:	Landlord's Name:		Landlord's Phone:
Reason for Leaving:		Amount of Rent:	Was Your Rent Up to Date?
Previous Home Address:		City/State/Zip	
Length of Time:	Landlord's Name:		Landlord's Phone:
Reason for Leaving:		Amount of Rent:	Was Your Rent Up to Date?

## Proposed Occupants:

Name:	Relationship:	Age:	Age:	On Lease?
Name:	Relationship:	Age:	Age:	On Lease?
Name:	Relationship:	Age:	Age:	On Lease?
Name:	Relationship:	Age:	Age:	On Lease?

## Proposed Pets:

Name:	Type/Breed:	Indoor/Outdoor?	Age:
Name:	Type/Breed:	Indoor/Outdoor?	Age:
Name:	Type/Breed:	Indoor/Outdoor?	Age:

## Employment:

Current Employer:	Occupation:	Hours/Wk:
Supervisor:	Phone:	Length of Time Employed:
Address:		City/State/Zip:
Current Employer:	Occupation:	Hours/Wk:
Supervisor:	Phone:	Length of Time Employed:
Address:		City/State/Zip:

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Every occupant over the age of 18 MUST fill out a separate application (even if married). Please fill out this form COMPLETELY and sign where indicated

## Income: Proof of income for each source of income may be requested

Current Income Amount (Mthly):	Source:	Proof of Income (paystub, statement, etc.)
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## Emergency Contact / Personal References: Minimum of 2 Personal References Required

Emergency Contact:	Phone:	Cell Phone:
Relationship:	Address:	City/State/Zip:
Personal Reference:	Relationship:	Phone:
Personal Reference:	Relationship:	Phone:
Personal Reference:	Relationship:	Phone:

## Applicant Questionnaire / Authorization:

Has applicant ever been sued for bills? Yes <input type="checkbox"/> No <input type="checkbox"/>	Has applicant ever been locked out of their residence by sheriff? Yes <input type="checkbox"/> No <input type="checkbox"/>
Has applicant ever been bankrupt? Yes <input type="checkbox"/> No <input type="checkbox"/>	Has applicant ever been brought to court by another landlord? Yes <input type="checkbox"/> No <input type="checkbox"/>
Has applicant ever been guilty of a felony? Yes <input type="checkbox"/> No <input type="checkbox"/>	Has applicant ever moved owing rent or damaged a residence? Yes <input type="checkbox"/> No <input type="checkbox"/>
Has applicant ever broken a lease? Yes <input type="checkbox"/> No <input type="checkbox"/>	Is the total move-in amount available now (rent and deposit)? Yes <input type="checkbox"/> No <input type="checkbox"/>

Applicant authorizes the landlord, or their authorized agent, to contact past and present landlords, employers, credit bureaus, neighbors and any other sources deemed necessary to investigate the applicant.

All information is true, accurate and complete to the best of applicant's knowledge. Landlord reserves the right to disqualify tenant if information is not as represented.

ANY PERSON OR FIRM IS AUTHORIZED TO RELEASE INFORMATION ABOUT THE UNDERSIGNED UPON PRESENTATION OF THIS FORM OR A PHOTOCOPY OF THIS FORM AT ANY TIME.

X \_\_\_\_\_ DATE

APPLICANT SIGNATURE

NOTES:

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