



# SPENCE PROPERTIES

RESIDENTIAL • COMMERCIAL • PROPERTY MANAGEMENT

850-826-1838 office

850-689-3275 fax

RentSpenceProperties@gmail.com

## Instructions

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\*Any person living in the property over the age of 18 needs to be on the application or fill out an additional application.

\*It takes approximately 2 business days to run an application.

\* The pet information section needs to be filled out in detail, including breed and ages of pets. German Sheppard, Rottweiler, Doberman, Pit Bulls, and Chows are restricted breeds in ALL of our properties. Any mix breeds with these types are also restricted.

\* Please list every property you have lived in the past 5 years, even if it was not rented. If you owned or it was with family, list the designation in the Landlord slot.

\* Personal references can have up to one family member. Please do not use current employer or previous landlords (past 5 years) as references.

\* A minimum, one month deposit is required to hold a property. Properties are typically held for up to two weeks when vacant. Properties that are occupied can be held with a deposit for when the property opens.

## Consent/ Release

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I/ We authorize Spence Properties, to investigate my/ our credit qualifications and hereby release, in any manner, all of the information obtained by you. I/ We further release all persons, agencies, or firms from any liabilities resulting from providing such information.

The undersigned authorizes landlord, leasing agent, and representatives of owner/landlord to contact the undersigned's current or past landlord, current employer, and further, authorizes and said landlord or employer to release pertinent residential and employment history information to be used in evaluating my lease application.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

## Applicant Information

First Last Middle Maiden Date of Birth

Phone # Email DL State & #

Employer Occupation Current Salary

Contact Person for Job Phone # How long with above Job?

### Additional Applicant

First Last Middle Maiden Date of Birth

Phone # Email DL State & #

Employer Occupation Current Salary

Contact Person for Job Phone # How long with above Job?

## Rental History- At least 5 years prior

Present Address City & County State Zip

How long at above address? Name of Landlord Phone #

Is This Landlord a prior friend or family? If yes, describe:

Prior Address City & County State Zip

How long at above address? Name of Landlord Phone #

Is This Landlord a prior friend or family? If yes, describe:

Prior Address City & County State Zip

How long at above address? Name of Landlord Phone #

Is This Landlord a prior friend or family? If yes, describe:

Prior Address City & County State Zip

How long at above address? Name of Landlord Phone #

Is This Landlord a prior friend or family? If yes, describe:

Number of vehicles: Colors:

Makes/Models: Tag #'s:

How did you hear about this property?

## General Information

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Unit applied for:

Date of occupancy:

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Pets? How many

Age & Breeds

Approx. Weights

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Number of Adults (over 18):

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Number and ages of children:

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## Personal Information

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YES

NO

If yes, please explain and give details

Filed for Bankruptcy?

Been served an eviction or asked to vacate a property?

Refused to pay rent when due?

Been sued for unlawful detainee

Had a conviction in civil or federal court?

Had a property you owned in foreclosure?

Does anyone applying for the property smoke?

Have you ever had a pet bite or inflict damage to someone?

## Personal References

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Name

Relationship

Phone #

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Name

Relationship

Phone #

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Name

Relationship

Phone #

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## Other Comments

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Please list anything else you would like to include in this application.