

Requirements to process a rental application:

1. Completed application with all necessary signatures.
2. Email address is required.
3. Proof of income – First West Properties Corporation requires proof that you make **2.5** times the monthly rental rate to qualify.
4. Copy of your government issued ID.
5. An application fee of **\$35.00** must be paid using a money order payable to Sierra Carmichael Apartments. Everyone over the age of 18 must complete and sign their own application.

After completion of the application process and upon approval, a **\$150.00** non-refundable redecoration fee will be due within 48 hours of approval, payable only by money order. If the move-in is cancelled within 72 hours of submitting payment, the \$150.00 redecoration fee will be refunded.

REDECORATION FEE – A non-refundable fee that secures the apartment after approval, but also covers the cost of basic carpet cleaning (not flooring replacement) and any minor touch-up painting after you vacate.

SECURITY DEPOSIT – With approved credit and a credit score of 600 or higher, the security deposit is the amount of floor plans rent. If a credit score is below 600, an additional deposit may be required. Not to be more than one in a half months rent.

APPLICATION DENIAL – Applications may be denied for credit scores below 500, charge-offs, collections, poor rental history verification, and/or derogatory information on the criminal background check.

In the event an application is denied, the \$35.00 application fee is not refundable

All payments are to be made payable to Sierra Carmichael Apartments.

Sierra Carmichael Apartments does require that residents provide proof of renters insurance on or before the move-in date. Personal liability insurance in the amount of \$100,000.00 is required, and Sierra Carmichael Apartments must be listed as the “Interested Party”. All leaseholders’ names must be on the policy.

Electricity for the apartment must be established 48-hours prior to the move-in date and the electric account number must be provided to property management to add to your file.

I/We understand the above conditions.

Applicant Signature _____ ***Date*** _____

Applicant Signature _____ ***Date*** _____

Management Signature _____ ***Date Application Received*** _____





RENTAL APPLICATION

Fill out this application and Fax it to (520)458-8759, or scan it to manager@sierracarmichael.com or mail to or visit our office at 800 S. Carmichael Ave., Sierra Vista, AZ, 85635.

EACH ADULT, 18 YEARS OR OLDER, MUST COMPLETE AN APPLICATION PACKET:

APPLICANT(S) ACKNOWLEDGES AND AGREES TO PAY A \$35.00 NON-REFUNDABLE APPLICATION FEE FOR ONE ADULT.

APPLICANT(S) AGREES TO SIGN A LEASE WHEN OFFERED AND AS AN INDICATION OF GOOD FAITH HERewith PLACES AN EARNEST MONEY DEPOSIT IN THE AMOUNT OF _____; WHICH SHALL BE APPLIED TO THE MOVE IN COSTS. APPLICANT(S) FURTHER AGREES TO FORFEITURE OF SAID DEPOSIT IF HE/THEY REFUSE TO SIGN THE LEASE WHEN OFFERED. PARTIES AGREE THAT SAID FORFEITURE SHALL BE LIQUIDATED DAMAGES FOR THE BREACH OF THIS AGREEMENT. LESSOR AGREES TO RETURN SAID DEPOSIT MINUS APPLICATION FEES IF APPLICABLE.

FULL NAME: _____

LIST ALL NAMES THAT YOU HAVE EVER BEEN KNOWN BY: _____

SOCIAL SECURITY #: _____ DATE OF BIRTH: _____

CURRENT ADDRESS: _____
NUMBER STREET CITY STATE ZIP CODE

How LONG HAVE YOU RESIDED AT THIS ADDRESS? _____ REASON FOR MOVING? _____

PREVIOUS ADDRESS: _____
NUMBER STREET CITY STATE ZIP CODE

How LONG HAVE YOU RESIDED AT THIS ADDRESS? _____ REASON FOR MOVING? _____

HOME PHONE: _____ WORK PHONE: _____ CELL PHONE: _____

DRIVERS LICENSE#: _____ STATE ISSUED: _____ EMAIL: _____

It is your responsibility to provide us with the information needed to contact your current and past Landlords. We reserve the right to deny any application if, after making a good faith effort, we are unable to verify rental history.

NAME, ADDRESS AND PHONE NUMBER OF CURRENT LANDLORD:

NAME: _____ PHONE NUMBER: _____

ADDRESS: _____

NAME, ADDRESS AND PHONE NUMBER OF PREVIOUS LANDLORD:

NAME: _____ PHONE NUMBER: _____

ADDRESS: _____

OCCUPANTS OTHER THAN APPLICANT

BIRTH DATE	NAME	SSN	RELATIONSHIP

I certify that the above information is true and correct to the best of my knowledge, and hereby authorize Sierra Carmichael Apartments, its designated agents and employees to verify all information.

 Signature Date



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EMPLOYMENT AND OTHER INCOME: All income, including self-employment, must be verifiable through pay stubs employer contact, or tax records.

CURRENT EMPLOYER: _____ CONTACT: _____

ADDRESS & PHONE#: _____

MONTHLY INCOME: _____ LENGTH OF EMPLOYMENT: _____

PREVIOUS EMPLOYER: _____ CONTACT: _____

ADDRESS & PHONE#: _____

MONTHLY INCOME: _____ LENGTH OF EMPLOYMENT: _____

OTHER SOURCES OF INCOME: _____ AMOUNT: _____

VEHICLE INFORMATION FOR ALL VEHICLES THAT WILL BE PARKED ON PROPERTY:

MAKE: _____ MODEL: _____ YEAR: _____

LICENSE PLATE #: _____ STATE ISSUED: _____

VEHICLE INFORMATION FOR ALL VEHICLES THAT WILL BE PARKED ON PROPERTY:

MAKE: _____ MODEL: _____ YEAR: _____

LICENSE PLATE #: _____ STATE ISSUED: _____

LIST THREE PEOPLE WHO WE MAY CONTACT IN CASE WE CANNOT REACH YOU OR IN THE EVENT OF AN EMERGENCY:

NAME: _____ PHONE #: _____

ADDRESS: _____

NAME: _____ PHONE #: _____

ADDRESS: _____

NAME: _____ PHONE #: _____

ADDRESS: _____

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Have you or ANYONE (regardless of age) who will be residing with you EVER:

- Been arrested, cited, prosecuted, plead to or been convicted of a crime? YES NO
- Been placed on probation, parole, or affected by the Megan laws? YES NO
- Been in a gang, or currently a member of a gang? YES NO
- Been involved in, or are currently involved in any criminal activity? YES NO
- Been evicted or had a forcible detainer filed? YES NO
- Been a Petitioner in a case at bankruptcy court? YES NO
- Had a warrant, or currently have a warrant for arrest? YES NO
- Moved to avoid eviction or because of problems with a tenant or Landlord? YES NO

Please explain all "Yes" answers in detail:

RESTRICTED DOG BREED INFORMATION

1) WE DO NOT ALLOW PIT BULLS, DOBERMAN PINSCHERS, AKITAS, ROTTWEILER'S, CHOWS, WOLF BREEDS OR ANY MIX THEREOF. OTHER BREEDS MAY BE RESTRICTED OR DENIED AT MANAGEMENT DISCRETION.

Initial _____

2) PIT BULL IS THE COMMON NAME FOR A TYPE OF DOG. IT IS NOT AN ACTUAL BREED. THERE ARE OVER 200 NAMES FOR PIT BULL TYPE DOGS. SOME FORMAL BREEDS OFTEN CONSIDERED OF THE PIT BULL TYPE INCLUDE BUT ARE NOT LIMITED TO: 40lb. Maximum

- American Pit Bull Terrier
- American Staffordshire Terrier
- Staffordshire Bull Terrier
- American Bulldog
- Bull Terrier (standard and miniature)
- Blue Blood Bull Dogs
- Staffordshire Terrier
- St. Francis Terrier
- Any mix of these

Initial _____

There is a \$300 pet deposit (\$150 refundable/\$150 non refundable) and a \$30.30 pet rent per pet. We have a 2 pet maximum.

3) NEW NAMES ARE INTRODUCED REGULARLY TO HELP ADOPT THESE DOGS OUT. WE DO NOT ALLOW ANY OF THESE DOGS ON OUR PROPERTIES. MANAGEMENT RESERVES THE RIGHT TO REQUEST A DNA TEST AND / OR REFUSE ANY DOG, REGARDLESS OF BREED AT ANY TIME BEFORE OR DURING TENANCY.

Initial _____

DO YOU HAVE A PET? YES NO IF YES, WHAT KIND / SIZE / INFO: _____

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Applicant ~Tenant Consent To Credit, Criminal, Employment, and Residential Verification

The Undersigned applicant(s) and or co-signer(s) hereby consent to allow the owner, Sierra Carmichael Apartments, itself or through its designated agents and employees, to obtain a consumer report and criminal records; obtain and verify credit and employment information; and authorizes Sierra Carmichael Apartments to verify all residential information – for the purpose of leasing an apartment. I/we also agree and understand that the owner and its agents and/or employees may obtain additional information on each of us in the future to update or review our account.

All applicants must sign and date below.

Applicant: _____ Date: _____

Applicant: _____ Date: _____

Applicant: _____ Date: _____

I certify that the above information is true and correct to the best of my knowledge, and hereby authorize Sierra Carmichael Apartments, its designated agents and employees to verify all information.

Signature Date