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OUR RESIDENT SELECTION GUIDELINES (Requirements for Approval)

The purpose of these guidelines is to establish fair and equitable practices for selecting residents to occupy our properties. Before you take the time to rent a property with us, please review our rental guidelines and then call one of our rental managers for a Free Rental Analysis. All prospective applicants will be qualified in the following criteria:

RENTAL APPLICATION. All adult applicants 18 or older must submit a fully completed, dated and signed rental application and fee. Applicants must provide proof of identity. A non-refundable application fee will be required for all adults' applicants. Applicants may be required to be approved by a condo/homeowner's association and may have to pay an additional application fee or an additional security or damage deposit.

FINANCIAL STABILITY

(We reserve the right to request a co-signer if any of these rental criteria are not met)

WORK HISTORY. **One year (12 months) or more of verifiable work history required** and if transferred from outside the area, a letter of transfer on company letterhead required confirming transfer.

INCOME. Applicants must have a combined gross income of **at least three times the rental rate**. All sources of income must be verifiable if needed to qualify for a rental unit (including Disability Assistance, SSI, Retirement benefits, Spousal Support and Child Support). Non-employed individuals must provide verifiable proof of income. Self-employed applicants are required to produce upon request 2 years of signed tax returns or 1099's and three (3) months' bank statements.

CREDIT HISTORY. A FICO Score of 600 or over is required. Credit history and/or Civil Court Records must not contain slow pays, judgments, eviction filing, collections, liens or bankruptcy within the past 5 years.

RENTAL HISTORY. **A minimum of two (2) years' residential history is required.** Past Landlord Reference must reflect timely payments, sufficient notice of intent to vacate, no complaints regarding noise, disturbances or illegal activities, no outstanding debts and no damage to unit or failure to leave the property clean and without damage at time of lease termination.

CRIMINAL BACKGROUND

CRIMINAL RECORDS. Criminal records will be assessed on a case-by-case basis for crimes committed within the past 7 years involving violence against people, damage or destruction of property, manufacture, or distribution of controlled substances. Individuals will have the opportunity to dispute inaccurate information. Registered sexual offenders or predators will not be considered.

PETS

PET POLICY. All pet(s) must be disclosed and approved by landlord prior to bringing to the premises. Each rental home managed by Flarent, Inc. may have unique restrictions on pets depending on homeowner preferences and insurance policies which generally determine what type, size and how many pets are allowed. There is a limit of (2) two pets/household. A Picture(s) and Vet Certificate(s) with an up-to-date vaccinations record is required. The premises must be treated for fleas at TENANT(S) expense.

No pets (with the exception of medically necessary pets) of any kind are permitted without specific written permission of landlord in the lease document, an addendum to lease, a non-refundable pet fee acceptable to landlord and/or an additional pet deposit or additional security deposit. Fees and deposits are waived for medically necessary pets with proper documentation. There is a fee of \$200 per pet and \$50.00 per pet as additional monthly rent.

NOTE: All tenants will need to verify and provide proof that their breed of dog or species is covered under their insurance carrier liability policy. Otherwise, the dog will not be permitted to reside at the rental property without the owner's permission. HOA approval may be required.



THIS IS A REQUIRED PART OF THE APPLICATION PROCESS FOR ALL APPLICANTS. To ensure ALL our residents understand our pet and animal-related policies, we use a third-party screening service and require EVERYONE to complete a profile (No Pet/Pet/Animal). This process ensures we have formalized pet and animal-related policy acknowledgments and more accurate records to create greater mutual accountability. **Please get started by selecting a profile category on our landing page. Copy and paste the following link in another tab: <https://flarent.petscreening.com/>**

OTHER CONSIDERATIONS

OCCUPANTS. The number of occupants must be in compliance with HUD standards/guidelines for the applied for unit.

HOLDING DEPOSIT/GOOD FAITH DEPOSIT. We may require a holding or good faith deposit to be collected to hold the property off the market. In the event the application is approved, and applicant fails to enter into a lease, the applicant shall forfeit this deposit. In the event the application is approved, the deposit shall be applied to the required security deposit.

SECURITY DEPOSIT. A security deposit will be required at the time of lease execution in a minimum amount of one month's rent. We reserve the right to require a higher security deposit and/or a prepaid rent if one or more of our criteria(s) are not met by the applicant and/or co-applicant(s). **All monies required must be paid in full of certified funds (Cashier's check or money order). NO CASH or ONLINE PAYMENT IS ACCEPTED.** A fee of **\$50.00 (non-refundable)** will be applied to film the property.

OTHER REQUIREMENTS & PROGRAM

By applying, **Applicant agrees to pay the sum of \$50.00/month as additional rent for the 'Resident Benefits Package'**. The Flarent, Inc **Resident Benefits Package (RBP)** delivers savings and convenient, professional services that make taking care of your home second nature. Your **RBP** may include, subject to property mechanicals or other limitations:

- **HVAC air filter** delivery directly to your door approximately every 90 days
- **Liability Insurance** that meets all lease requirements from an A-rated carrier
- **Move-in concierge service** that includes a one call set up your utility services, cable, and internet services
- A resident **rewards program** that helps you earn rewards for paying your rent on time
- **Credit building** to help boost your credit score with timely rent payments
- **On-Demand Pest Control** that includes an innovative pest control service that provides an effective, reactive, and targeted approach to pest control
- 24/7 online maintenance reporting
- Online portal that includes access to your account, documents, communication and payment options
- Vetted vendor network: we find the technicians who are reputable, licensed, and insured

LIABILITY INSURANCE REQUIREMENTS AND OPTIONS. The Landlord requires Tenant to obtain liability coverage of at least \$100,000 in property damage and personal liability from an A- rated carrier and to maintain such coverage throughout the entire term of the lease agreement. Tenant is required to furnish Landlord evidence of the required insurance prior to occupancy, at the time of each lease renewal period, and upon request.

To satisfy the insurance requirement, Tenant may either (1) be automatically enrolled into the Landlord or Property Manager's Master Policy that satisfies the coverage requirements as part of the **RBP**; or (2) obtain alternative liability coverage from an insurer of Tenant's choice that meets the requirements set by the Landlord herein. The option Tenant chooses shall not affect whether Tenant's lease application is approved or the terms of Tenant's Lease. Tenant's election shall be determined by the actions of the Tenant as provided below:

Option 1: Master Policy (Automatic Enrollment) – If the Tenant does not provide evidence of the required insurance coverage by the Lease commencement date, **Tenant has elected to be automatically enrolled into an insurance policy as part of the RBP.** Coverage will begin on the effective date of Tenant's lease and continue throughout the term of the Lease. The monthly premium for the elected insurance policy is \$11.95. Please refer to the evidence of insurance that is supplied by Flarent, Inc for additional coverage details.

Option 2: Tenant Policy (Policy Verification Required) - Tenant has elected to find, purchase, and maintain Tenant's policy that satisfies the Landlord's coverage requirements. Tenants must provide evidence of the required insurance coverage by the Lease commencement date. The RBP Fee will be adjusted accordingly. Please be sure that your policy meets the following criteria prior to submitting:



- Policy is purchased from an A- rated carrier
- Policy meets or exceeds the required \$100,000 in property damage and personal liability
- Flarent, Inc is listed as an additional interest
- InsuranceSupport@SecondNature.com is also listed as additional interest, of carrier allows
- Flarent, Inc address is listed as: PO Box 660121 Dallas, TX 75266

It is Tenant’s sole responsibility to timely pay premiums directly to the Tenant’s insurance provider to avoid cancellation of coverage. If the policy is canceled or lapses at any time during the term of the Lease, the Tenant shall be subject to a lease violation fee of \$25 and agrees to be subsequently enrolled into the policy referenced in Option 1 above.

ON DEMAND PEST CONTROL. In our leases the tenants(s) are liable for extermination of interior and exterior. To ensure our tenants have easy and inexpensive continuous access to pest service we have enrolled with Pest Share through Resident Benefits Package (RBP). **The cost of this service will be included as part of the Resident Benefits Package (RBP).**

COMPANY POLICY AND CRITERIA

FAIR HOUSING LAWS. Flarent Inc. does business with compliance with fair housing laws, which prohibit discrimination based on race, religion, color, national origin, gender, sexual orientation, age, ancestry, marital status, veterans' status, familial status, lawful source of income, and disability.

NON-COMPLIANCES. Our company policy is to report on all non-compliances with terms of your rental agreement or failure to pay rent, or any amounts owed to the credit bureau and/or a collection agency and if the amount is disputed, it shall be reported as disputed in accordance with law. Any exceptions to our company's criteria will need to be submitted in writing to the rental agent for presentation to the landlord for consideration. If approval is then given for such exceptions, additional security, co-signers, and/or additional advance rent payments may be required. **We reserve the right to request a cosigner and/or deny an applicant if this residential criterion is not met.**

LIMITED WAIVER OF PRIVACY RIGHTS. In the event that any information found in a background check results in the rejection of this rental application, I hereby authorize **FlaRent Inc.** to disclose the reason for the rejection to my co-applicants and waive any and all privacy and other rights to said information.

KEYS. Keys will be furnished only after lease and other rental documents have been fully executed by all parties, and after applicable rents and security deposit have been paid. Tenants must provide evidence of the required insurance coverage by the Lease commencement date if Tenant choose to have their own insurance policy.

HOA/CONDO. If applicable, ask your rental agent for Condo/HOA application fees and their rules and regulations before applying. Tenants must agree to make good faith effort in diligently complying with the association rules or the property you are applying for. Flarent/Landlord is not responsible for any violations of any kind if rules are violated by tenants.

I, THE UNDERSIGNED APPLICANT, have received, read, understand, and agree to follow our procedure and policies for our rental application process along with the Residential Selection Guidelines, Fees and Program of FlaRent, Inc. I hereby affirm that I have read the application, sample of our lease agreement and all addenda and that I understand all the terms and fees required by Flarent before applying.

Applicant's Signature: _____

Date ____/____/____

Property Rental Manager: _____

Date ____/____/____



APPLICATION FOR RESIDENCY - PLEASE FILL OUT COMPLETELY

Please Tell Us about Yourself

First		Middle		Last		Date of Birth	Social Security #	Driver's License #
Marital Status		Present Phone No. ()		Email				
Have you ever had an eviction filed against you? Yes No				PETS (READ OUR PET POLICY BEFORE APPLYING)				
Present address		RENT/LOAN PAYMENT		Own <input type="checkbox"/>		Weight Since / /		
Current Landlord		Name Address City State Zip		Phone No. ()				
Previous address		RENT/LOAN PAYMENT		Own <input type="checkbox"/>		Weight Since / /		
Have you or any occupants ever been convicted of a felony offense? Yes No						If yes, please explain		

Please Tell Us about Your Job - One year (12 months) or more of verifiable work history required

Present Employer		Name Business Address City State Zip		Phone No. ()		Email	
Position		Supervisor		Monthly Income		From / / to / /	
Previous Employer		Name Business Address City State Zip		Phone No. ()		Email	
Position		Supervisor		Monthly Income		From / / to / /	

Please Give Us the Following Information

Children Occupying Automobile	Name / DOB	Name / DOB	Name/ DOB	Name/ DOB
Bank Ref	Year/Make /Model/Color/Tag		Year/Make /Model/Color/Tag	Year/Make /Model/Color/Tag
Emergency Contact	Name	Location	City	State
	Name NOT RESIDING WITH YOU	Full Address		Phone Number ()

APPLICANT understands and agrees that multiple applications may be taken by Landlord or Management for the same property and Landlord or Management may approve who they wish even if multiple applicants qualify. APPLICANT represents that all the statements and representations are true and complete, and hereby authorizes verification of the above information, references and credit records. APPLICANT understands that an investigative consumer report including information about character, credit history, general reputation, personal characteristics, mode of living, and all public record information including criminal records may be made. APPLICANT agrees that false, misleading or misrepresented information may result in the application being rejected, will void a lease/rental agreement if any and/or be grounds for immediate eviction with loss of all deposits and any other penalties as provided by the lease terms if any. APPLICANT authorizes verification of all information by the Landlord and or Management Company. **APPLICATION FEE**--APPLICANT(s) shall pay to Landlord and/or Management company herewith the sum of **\$100.00** as a **NON-REFUNDABLE** for costs, expenses and fees in processing the application. **GOOD FAITH DEPOSIT:** APPLICANT shall deposit a **GOOD FAITH DEPOSIT** of \$_____ while the application is being processed. APPLICANT understands that other applications may be processed, and another approved APPLICANT may be chosen. If APPLICANT is approved by Landlord and/or Management and the lease is entered into **the GOOD FAITH DEPOSIT shall be applied toward the security/damage deposit with (1) exemption: A fee of \$50.00 (non-refundable) will be applied to filming of the property and the balance of holding deposit shall be applied to the required security deposit.** If APPLICANT is approved and chosen but fails to sign the lease within 3 days of verbal and/or written approval and/or take possession after lease signing, the **FULL GOOD FAITH DEPOSIT** shall be forfeited to the Landlord or Management in addition to any penalties as provided in the lease if the lease has been signed by the APPLICANT. The **GOOD FAITH DEPOSIT** shall be refunded only if the APPLICANT is not approved and chosen. This application is preliminary only, in no way implies that a particular rental unit shall be available and in no way obligates Landlord or Management to execute a lease or deliver possession of the proposed premises to the APPLICANT. **Landlord or Management may withdraw approval even after approval at any time before a lease agreement is fully executed for any reason.**

I HAVE READ AND AGREE TO THE PROVISIONS AS STATED. THIS APPLICATION IS PART OF OUR RESIDENT SELECTION GUIDELINES, AND OUR REQUIREMENTS & PROGRAM AND FEES.

APPLICANT Signature

Date