

San Marco Properties, Inc.  
1611 Mayfair Rd. #101  
Jacksonville, FL 32207  
(904) 396-1324

# CREDIT APPLICATION

\$ 40.00 1<sup>st</sup> Applicant  
\$ 40.00 2<sup>nd</sup> Applicant  
**CASH ONLY - NON-REFUNDABLE**

Office Use Only:  
Property Code \_\_\_\_\_

**ADDRESS OF THE PROPERTY FOR WHICH YOU ARE APPLYING:** \_\_\_\_\_

BASE RENT \$ \_\_\_\_\_ WATER/SEWER \$ \_\_\_\_\_ GARBAGE \$ \_\_\_\_\_ TOTAL RENT \$ \_\_\_\_\_

SEC. DEPOSIT \$ \_\_\_\_\_ PET FEE \$ \_\_\_\_\_ REF. PET DEPO\$ \_\_\_\_\_ MOVE IN DATE \_\_\_\_\_

CO-SIGNER – LAST MONTH RENT REQUIRED PRIOR TO MOVE IN \$ \_\_\_\_\_ X \_\_\_\_\_

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UTILITIES PROVIDED BY:

Electric \_\_\_\_\_ # \_\_\_\_\_ Water \_\_\_\_\_ # \_\_\_\_\_ Gas \_\_\_\_\_ # \_\_\_\_\_

\*\*\*TENANT AGREES TO TURN ON ELECTRIC, WATER, AND/OR GAS (THAT IS NOT ADDED ABOVE AND PAID WITH MONTHLY RENT) WITH THESE COMPANIES UPON SIGNING THE LEASE. X \_\_\_\_\_

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EMAIL \_\_\_\_\_

FULL NAME: \_\_\_\_\_ HOME #: \_\_\_\_\_ CELL #: \_\_\_\_\_

SSN #: \_\_\_\_\_ DOB \_\_\_\_\_ DRIVERS LICENSE #: \_\_\_\_\_

PRESENT ADDRESS: \_\_\_\_\_ APT #: \_\_\_\_\_ RENT AMOUNT: \$ \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

LANDLORD'S NAME: \_\_\_\_\_ PHONE #: \_\_\_\_\_

MOVE IN DATE: \_\_\_\_\_ MOVE OUT DATE: \_\_\_\_\_ WHOSE NAME IS LEASE IN? \_\_\_\_\_

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PREVIOUS ADDRESS: \_\_\_\_\_ APT #: \_\_\_\_\_ RENT AMOUNT: \$ \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

LANDLORD'S NAME: \_\_\_\_\_ PHONE #: \_\_\_\_\_

MOVE IN DATE: \_\_\_\_\_ MOVE OUT DATE: \_\_\_\_\_ WHOSE NAME IS LEASE IN? \_\_\_\_\_

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PLEASE LIST ADDITIONAL PREVIOUS ADDRESSES IN THE LAST 5 YEARS BELOW:

ADDRESS	OWNER / NUMBER	MOVE IN / MOVE OUT DATE:
1.) _____	_____	_____/_____/_____
2.) _____	_____	_____/_____/_____

NEAREST RELATIVE: \_\_\_\_\_

Name	Address	Phone #	Relation
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PLEASE LIST ALL OCCUPANTS BELOW:

NAME: \_\_\_\_\_ DOB: \_\_\_\_\_ SSN #: \_\_\_\_\_

NAME: \_\_\_\_\_ DOB: \_\_\_\_\_ SSN #: \_\_\_\_\_

NAME: \_\_\_\_\_ DOB: \_\_\_\_\_ SSN #: \_\_\_\_\_

PRESENT OCCUPATION: \_\_\_\_\_ PRIOR OCCUPATION IF LESS THAN 1 YEAR AT CURRENT \_\_\_\_\_

COMPANY NAME: \_\_\_\_\_ COMPANY NAME: \_\_\_\_\_

BUSINESS ADDRESS: \_\_\_\_\_ BUSINESS ADDRESS: \_\_\_\_\_

BUSINESS PHONE: \_\_\_\_\_ BUSINESS PHONE: \_\_\_\_\_

DATE STARTED: \_\_\_\_\_ TO \_\_\_\_\_ DATE STARTED: \_\_\_\_\_ TO \_\_\_\_\_

HOURLY WAGE: \$ \_\_\_\_\_ HRS PER WEEK: \_\_\_\_\_ OTHER INCOME \_\_\_\_\_

Must be verifiable

GROSS PAY: \$ \_\_\_\_\_ NET PAY: \$ \_\_\_\_\_ AMOUNT \$ \_\_\_\_\_

INDICATE: WEEKLY BI-WEEKLY MONTHLY (CIRCLE ONE)

TYPE OF VEHICLE DRIVEN: YEAR \_\_\_\_\_ MAKE \_\_\_\_\_ MODEL \_\_\_\_\_ COLOR \_\_\_\_\_ TAG \_\_\_\_\_

**THE FOLLOWING QUESTIONS MUST BE ANSWERED IN ORDER TO PROCESS THIS APPLICATION:**

1. Have you ever filed a petition in bankruptcy? \_\_\_\_\_ IF YES, WHEN? \_\_\_\_\_ DISCHARGED? \_\_\_\_\_

2. Have you ever had an eviction filed against you? \_\_\_\_\_ IF YES WHEN? \_\_\_\_\_ PAID? \_\_\_\_\_

3. Have you ever willfully and intentionally refused to pay rent when due? \_\_\_\_\_

4. Do you have a pet? \_\_\_\_\_ TYPE: \_\_\_\_\_ SIZE: \_\_\_\_\_ PET FEES &/OR DEPOSITS ARE REQUIRED.

5. WE DO NOT ACCEPT RESIDENTS AND/OR OCCUPANTS WHO HAVE BEEN CONVICTED OF A SEXUAL CRIME. HAVE YOU OR ANYONE YOU INTEND TO ALLOW TO RESIDE AND/OR VISIT BEEN CONVICTED OF COMMITTING A SEXUAL CRIME?

YES \_\_\_\_\_ NO \_\_\_\_\_

I declare the foregoing to be true under penalty of perjury. By signing this application, I am giving San Marco Properties, Inc. permission to obtain any and all information needed to process my application, including but not limited to, Public Records and Credit Bureau Reports. I also understand that San Marco Properties, Inc. reserves the right to deny the application because of the occupants' history results. The applicant will have the option of resubmitting the application without the occupant(s); however, if it is determined that the resident has allowed the occupant to stay in the home, this could result in termination of the lease. I UNDERSTAND THAT DEPENDING ON THE CREDIT / RENTAL / EMPLOYMENT HISTORY, THE OWNER / AGENT RESERVES THE RIGHT TO REQUIRE LAST MONTH RENT.

I agree that San Marco Properties, Inc. may terminate any agreement entered into reliance on any mis-statement made above. I UNDERSTAND THAT WITHOUT A HOLDING FEE / DEPOSIT THE UNIT WILL NOT BE HELD.

SIGNATURE

DATE

## EMPLOYMENT VERIFICATION

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

FROM: **SAN MARCO PROPERTIES, INC.**  
1611 MAYFAIR RD., SUITE 101  
JACKSONVILLE, FL 32207  
PHONE: (904) 396-1324  
FAX: (904) 396-0581  
EMAIL: [rentalinfo@sanmarcoproperties.com](mailto:rentalinfo@sanmarcoproperties.com)

THIS FORM IS TO OBTAIN EMPLOYMENT VERIFICATION FOR: \_\_\_\_\_

\_\_\_\_\_  
WHO IS EMPLOYED AT: \_\_\_\_\_

PLEASE FILL OUT THE FOLLOWING:

DATE STARTED: \_\_\_\_\_ TO \_\_\_\_\_

NUMBER OF HOURS PER WEEK: \_\_\_\_\_

PAID: WEEKLY \_\_\_\_\_ BI-WEEKLY \_\_\_\_\_ MONTHLY \_\_\_\_\_

RATE OF PAY: \$ \_\_\_\_\_

INFORMATION GIVEN BY: \_\_\_\_\_ TITLE: \_\_\_\_\_

I DECLARE THE FOREGOING TO BE TRUE UNDER PENALTY OF PERJURY. BY SIGNING THIS APPLICATION I GIVE SAN MARCO PROPERTIES, INC. PERMISSION TO OBTAIN ANY & ALL INFORMATION NEEDED TO PROCESS MY APPLICATION.

I AGREE THAT SAN MARCO PROPERTIES, INC. MAY TERMINATE ANY AGREEMENT IN RELIANCE ON ANY MIS-STATEMENT MADE ABOVE. I UNDERSTAND THAT WITHOUT A DEPOSIT, THE UNIT WILL NOT BE HELD.

\_\_\_\_\_  
SIGNATURE DATE

**RENTAL VERIFICATION**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

FROM: **SAN MARCO PROPERTIES, INC.**  
1611 MAYFAIR RD., SUITE 101  
JACKSONVILLE, FL 32207  
PHONE: (904) 396-1324  
FAX: (904) 396-0581  
EMAIL: [rentalinfo@sanmarcoproperties.com](mailto:rentalinfo@sanmarcoproperties.com)

THIS FORM IS TO OBTAIN RENTAL VERIFICATION FOR: \_\_\_\_\_

WHO RESIDES / RESIDED AT: \_\_\_\_\_

PLEASE FILL OUT THE FOLLOWING:

LENGTH OF OCCUPANCY: FROM: \_\_\_\_\_ TO: \_\_\_\_\_

RENTAL RATE: \$ \_\_\_\_\_

ANY LATE PAYMENTS? YES \_\_\_\_\_ NO \_\_\_\_\_ IF YES, HOW MANY? \_\_\_\_\_

ANY NSF'S PAYMENTS? YES \_\_\_\_\_ NO \_\_\_\_\_ IF YES, HOW MANY? \_\_\_\_\_

HAS CURRENT LEASE EXPIRED? YES \_\_\_\_\_ NO \_\_\_\_\_

IF NO, WHEN DOES LEASE EXPIRE? \_\_\_\_\_

HAS PROPER NOTICE BEEN GIVEN? YES \_\_\_\_\_ NO \_\_\_\_\_

ARE THERE ANY OUTSTANDING BALANCES OWED? YES \_\_\_\_\_ NO \_\_\_\_\_

IF YES, HOW MUCH IS OWED AND WHAT IS THE BALANCE? \_\_\_\_\_

ANY COMPLAINTS OR REASON FOR NON-RENEWAL? YES \_\_\_\_\_ NO \_\_\_\_\_

IF YES, PLEASE EXPLAIN: \_\_\_\_\_

WOULD YOU RE-RENT TO THIS TENANT? YES \_\_\_\_\_ NO \_\_\_\_\_

IF NO, PLEASE EXPLAIN: \_\_\_\_\_

WERE THERE ANY PETS? YES \_\_\_\_\_ NO \_\_\_\_\_

ANY DAMAGES FROM PETS? YES \_\_\_\_\_ NO \_\_\_\_\_

IF YES, PLEASE EXPLAIN: \_\_\_\_\_

INFORMATION GIVEN BY: \_\_\_\_\_ TITLE: \_\_\_\_\_

I DECLARE THE FOREGOING TO BE TRUE UNDER PENALTY OF PERJURY. BY SIGNING THIS APPLICATION I GIVE SAN MARCO PROPERTIES, INC. PERMISSION TO OBTAIN ANY & ALL INFORMATION NEEDED TO PROCESS MY APPLICATION.

I AGREE THAT SAN MARCO PROPERTIES, INC. MAY TERMINATE ANY AGREEMENT IN RELIANCE ON ANY MIS-STATEMENT MADE ABOVE. I UNDERSTAND THAT WITHOUT A DEPOSIT, THE UNIT WILL NOT BE HELD.

SIGNATURE

DATE

**OCCUPANT APPLICATION FOR ALL OCCUPANTS OVER 18  
APPLICATION FEE \* CASH ONLY \* NON-REFUNDABLE**

FULL NAME \_\_\_\_\_ PHONE # \_\_\_\_\_

SSN # \_\_\_\_\_ DOB \_\_\_\_\_ EMAIL \_\_\_\_\_

CURRENT ADDRESS \_\_\_\_\_ RENT AMOUNT \$ \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

MOVE IN DATE \_\_\_\_\_ MOVE OUT DATE \_\_\_\_\_ NAME ON LEASE \_\_\_\_\_

LANDLORD'S NAME \_\_\_\_\_ PHONE # \_\_\_\_\_

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PREVIOUS ADDRESS \_\_\_\_\_ RENT AMOUNT \$ \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

MOVE IN DATE \_\_\_\_\_ MOVE OUT DATE \_\_\_\_\_ NAME ON LEASE \_\_\_\_\_

LANDLORD'S NAME \_\_\_\_\_ PHONE # \_\_\_\_\_

=====

**THE FOLLOWING QUESTIONS MUST BE ANSWERED IN ORDER TO PROCESS THIS APPLICATION:**

- 1) Have you ever had an eviction filed against you? \_\_\_\_\_ If yes, when? \_\_\_\_\_ Paid \_\_\_\_\_
- 2) Have you ever willfully and intentionally refused to pay rent when due? \_\_\_\_\_
- 3) Do you have a pet? \_\_\_\_\_ Type \_\_\_\_\_ Size \_\_\_\_\_ **PET FEES REQUIRED**
- 4) **WE DO NOT ACCEPT RESIDENTS AND/OR OCCUPANTS WHO HAVE BEEN CONVICTED OF A SEXUAL CRIME. HAVE YOU BEEN CONVICTED OF COMMITTING A SEXUAL CRIME?**  
\_\_\_\_\_

I declare for foregoing to be true and under penalty of perjury. By signing this application, I am giving San Marco Properties, Inc. permission to obtain any and all information needed to process my application, including but not limited to, Public Records and Credit Bureau Reports. I also understand that San Marco Properties, Inc. reserves the right to deny the application because of the occupant's history results. Applicant understands that if the applicant is denied and it is determined that the leaseholder has allowed the occupant to stay in the home, this could result in termination of the lease. I understand and agree that San Marco Properties, Inc. may terminate any agreement entered into reliance on any misstatement made above. **I understand that I WILL NOT HAVE ANY RIGHTS under this lease except as an occupant in the home.**

( ) Copy of ID attached

\_\_\_\_\_  
Signature