



807 E. Broad Street Columbus, Oh 43205

p. 614-228-6700

f. 614-228-1617

Email: info@beaconman.com

Website: www.beaconman.com

Rental Qualifications

- You cannot have more than one filed eviction. If you do have an eviction on your credit, it cannot be within the last 12 months and you may be required to pay the first and last month's rent in addition to the security deposit.
- Rental history must be verifiable from unbiased sources. If no rental history is available, you may be required to pay first and last month's rent in addition to the security deposit. You may also be required to have a qualified cosigner.
- You cannot owe a previous landlord for damages or rent charges and poor references from previous landlords may result in denial of your application.
- Your income must be verifiable and approximately four times the rental amount for a single family home; three times the rental amount for anything other than a single family home (i.e.: doubles, apartments, townhomes, condos, etc.). Cosigners must be able to verify income at four times the rental amount for any unit.
- Your current employment must be at least 6 months or a continuation in a field of employment.
- If you have filed bankruptcy, it must be discharged.
- Section 8 voucher holders must provide a copy of their current "Family HAP & Rent Calculation Form" when submitting their application. Any Section 8 voucher holder with no income must show proof that they can afford to pay utility expenses.
- Arrests or convictions for any offense which is arguably relevant to your ability to abide by the terms of your lease, respect the rights and enjoyment of others, respect the property of others, and remain in compliance with all laws and regulations during the term of your tenancy, may result in the denial of your application. Offenses which may result in the denial of your application include but are not limited to: assault, rape, disorderly conduct, sex-related offenses, failure to obey lawful commands, menacing, criminal damaging, soliciting, theft, receiving stolen property, any offense against person or property, or any pattern of drug related offenses.
- No felony charges or convictions in the past 10 years. Time is counted from the date of the charge, conviction, or release, whichever is the most recent. Relevant misdemeanor charges or convictions within the last 5 years may result in the denial of your application.
- Poor credit record may result in denial of your application.
- Providing false information is grounds for denial of your application.

Application Fees and Approval Process:

Single - \$35.00 ~ Married Couple - \$60.00 ~ Roommates - \$35.00 ~ Cosigner - \$25.00

Required information that **MUST** be submitted with an application:

1. A completed application for each resident that is 18 years of age or older.
2. Two forms of identification for each adult: A current legal photo ID and verification of social security number.
3. Verification of income for the last 30 days. Pay stubs submitted must be the last consecutive two for bi-weekly pay and the last consecutive four for weekly pay. Self-employed applicants and independent contractors must submit a tax return for the last year. Social Security award letters must be dated within the last 120 days. Bank statements are **NOT** accepted as a form of verification.

Application fees are non-refundable under any circumstances. Application fees cover handling the cost of processing through FABCO. No application can be processed until the fee has been paid. Submitting an application will not guarantee that the unit for which you are applying will be held for you. In order to find the most qualified tenant for a property, management reserves the right to screen a number of applicants for the same property before making a decision. **Once your application has been approved, you will be notified via telephone. Once you have been notified of your approval, you will be given 48 hours to provide the required deposit on the property you have applied for. If we are unable to reach you by phone or we have not received a deposit within 48 hours of your notification, we will then contact the next approved applicant on the property.**

All applicants must be able to have utilities turned on in their name. Proof of established service on or before the scheduled move-in date is required. Keys will not be issued if utility service has not been established.

I understand and accept the terms of the application process:

Print Name

Signature

Date

Beacon Property Management & Realty, Inc.

807 E. Broad Street Columbus, Ohio 43205

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Application Fees: Single: \$35.00 Married Couple: \$60.00 Roommates: \$35.00 Cosigners: \$25.00



Address Applying for: _____ **Rent: \$** _____

Name: _____

First

MI

Last

Current Address: _____

Address

Street Name

Apt #

City,

State

Zip

Date of Birth: ____/____/____ **Social Security #:** ____/____/____ **Phone #:** (____) ____-____

Email Address: _____

Marital Status (Check one of the following): ____ **Single** ____ **Married** ____ **Divorced** ____ **Separated**

***Has an eviction ever been filed or started against you? (Y or N):** ____ **If "yes", on what grounds:**

***In the last 5 years, have you or any other person named in this application been convicted for dealing or manufacturing illegal drugs? (Y or N):** ____ **If "yes", please explain:**

***In the last 10 years, have you or any other person named in this application been convicted or charged with a felony? (Y or N) :** ____ **If "yes", please explain:**

***In the last 5 years, have you or any other person named in this application been convicted or charged with a misdemeanor? (Y or N):** ____ **If "yes", please explain:**

List the name, date of birth, age, and social security number of all persons to be living in the household:

Name: _____ **DOB:** _____ **Age:** _____ **SS#:** _____

Do you have any pets? ____ **If so, How many?** ____ **What kind?** _____



Rental History:

Present Address: _____
Address Street Name Apt # City, State Zip

Lease Dates: From _____ To _____

Landlord Name: _____ **Landlord Phone:** (____) _____ - _____

Landlord Address: _____

Reason for leaving: _____

Previous Address: _____
Address Street Name Apt # City, State Zip

Lease Dates: From _____ To _____

Landlord Name: _____ **Landlord Phone:** (____) _____ - _____

Landlord Address: _____

Reason for leaving: _____

Employment / Income History:

Present Employer: _____ **Hire Dates: From** _____ **To** _____

Employer Address: _____
Address Street Name Apt # City, State Zip

Employer Phone Number: (____) _____ - _____ **Supervisor Name:** _____

Hours Worked Per Week: _____ **Monthly Gross Income:** _____

Previous Employer: _____ **Hire Dates: From** _____ **To** _____

Employer Address: _____
Address Street Name Apt # City, State Zip

Employer Phone Number: (____) _____ - _____ **Supervisor Name:** _____

Hours Worked Per Week: _____ **Monthly Gross Income:** _____

Will anyone that will be living in the property receive any other source of income? _____. **If "Yes", what source? (For example: Pension, Social Security, SSI, ADC, Section 8, etc.)** _____

Name person(s) receiving above stated income: _____ **Amount received per month: \$** _____



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****I understand that Beacon Property Management & Realty, Inc. reserves the right to screen a number of applicants for the same property in order to find the best possible tenant before making any decisions.***

****I understand that an approved application will only be held active for 30 days from the date of approval.***

****I understand that I grant permission to Beacon Property Management & Realty Inc., to verify that the information which I have provided is true.***

****I understand that any and all information that is received will be kept confidential, except in the event that I default on my rental agreement, whereby all information given will be turned over for collection.***

****I understand that this application does not constitute any oral or written agreements on the part of Beacon Property Management & Realty, Inc.***

****I understand that by disclosing that I have an animal on this application, I am not guaranteed its approval and/or its addition to the lease.***

****I understand that, should I be approved for a specific home, I will be given 48 hours to submit the required deposit, in full, to Beacon Property Management to secure the property for me. I also understand that if I do not provide the deposit within the 48 hour timeframe, Beacon Property Management will then contact the next approved applicant on this property.***

****I understand that should my application be denied, Beacon Property Management will send a letter via mail of their decision to the current address I have provided on this application.***

****I understand that my application fee that accompanies this application is non-refundable and under any circumstance will an application fee ever be refunded or waived.***

By signing this form below, I understand and accept the terms when submitting this application.

Print Name

Date

Applicant Signature

Print Name

Date

Applicant Signature



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RE: Columbia Gas Date: _____

American Electric Power

City of Columbus Electric

Dear Sir or Madam:

Beacon Property Management & Realty, Inc. has discussed the possibility of leasing one of our homes with _____, SS# _____. The utilities to this home will be the family's responsibility, so we are required to obtain verification that this utility can be placed in the above applicant's name. Please review this information below and respond accordingly. Thank you for your assistance in this matter.

(Print your name)

Beacon Representative

I, _____, give this utility company permission to provide pertinent information (written and/or verbal) to Beacon Property Management & Realty, Inc. concerning my ability to secure this utility service in my name.

(Print your name)

Applicant Signature

Date

UTILITY COMPANY RESPONSE ONLY:

_____ Yes _____ No

Remarks:

