



BEACON
PROPERTY MANAGEMENT
& REALTY INC.

Office: 614.228.6700

Fax: 614.228.1617

www.beaconman.com
info@beaconman.com

807 East Broad St, Columbus OH 43205

Rental Qualifications

- You cannot have more than one filed eviction. If you do have an eviction on your report, it cannot be within the last 12 months. Any eviction filing within the last 3 years may result in denial of your application.
- Rental history must be verifiable from unbiased sources. If no rental history is available, 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 three times the monthly rental amount. Cosigners are required to verify income at four times the monthly rental amount for any unit.
- Your current employment must be at least 6 months. If your current employment is less than 6 months, you will be required to verify your previous employment immediately preceding your current employment and they must collectively verify at least 6 months of continuous 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. If you have a Section 8 voucher, the bedroom amount must match the property you are applying for.
- 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 denial 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, or drug-related offenses.
- Felony convictions in the past 10 years will result in denial. Relevant misdemeanor convictions within the last 5 years may also result in denial.
- Poor credit record may result in denial if debts/history affect your ability to meet lease terms.
- Maximum occupancy is two (2) persons per bedroom.
- Providing false information is grounds for denial.

Application Fee and Approval Process:

The non-refundable application fee is **\$85**

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

1. A completed application for each resident age 18 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:
 - Last 2 pay stubs (bi-weekly) or last 4 (weekly)
 - Self-employed: last year's tax return
 - Social Security letters must be dated within 120 days
 - Bank statements are NOT accepted

Application fees are non-refundable under any circumstances. Application fee's 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 for 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 final decision. Once your application has been approved, YOU will be notified via telephone. If we are unable to reach you by phone within 48 hours of your notification, we will then contact the next approved applicant on the property.

All applicants must have utilities in their name before move-in. Keys will not be issued without proof of service.

I understand and accept the terms of the application process:

Signature

Date



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Application fee is \$ 85

Address applying for: _____ Rent: _____

Name: _____
First MI Last

Current Address: _____
Address Street Name Apt # City State Zip

Email Address: _____

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

Do you have any pets? (Y / N) If yes, how many? _____

What kind? _____

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

*In the last 5 years, have you been convicted for dealing or manufacturing illegal drugs? (Y / N)

If yes, please explain: _____

*In the last 10 years, have you been convicted or charged with a misdemeanor? (Y / N)

If yes, please explain: _____

Please list the name & date of birth below of all persons to be living inside the household:

Name:

Date of Birth:



Rental History

Current Address: _____
Address Street name Apt # City State Zip

How long have you lived here? From: _____ To: _____

Landlord Name: _____

Landlord email: _____ Landlord phone #: (_____) - _____ - _____

Reason for leaving? _____

Previous Address: _____
Address Street name Apt # City State Zip

How long did you live there? From: _____ To: _____

Landlord Name: _____

Landlord email: _____ Landlord phone #: (_____) - _____ - _____

Reason for leaving? _____

Employment / Income History

Current Employer: _____ Hire dates: _____ to _____

Employer Address: _____
Address Street name Apt # City State Zip

Employer Phone #: (_____) - _____ - _____ Employer Email: _____

Hours worked per week: _____ Monthly gross income: _____

Previous Employer: _____ Hire dates: _____ to _____

Employer Address: _____
Address Street name Apt # City State Zip

Employer Phone #: (_____) - _____ - _____ Employer Email: _____

Hours worked per week: _____ Monthly gross income: _____

Will anyone that will be living in the property receive any other source of income? (Y / N)

If yes, what source? _____
(Ex. Pension, Social Security, SSI, ADC, Section 8, etc.)

Name persons(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 a 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 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 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