

Authorization to Release Information

To Whom It May Concern:

The undersigned applied for residential consideration With ZDunn LLC. You are hereby authorized to release any information required by _____ Apartment community to complete the processing of this application. Necessary information may include the following:

Qualifications:

1. One (1) Year of Verifiable Employment History
2. One (1) Year of Verifiable Rental History

Employment and Income Verification

- A. W-2 or Tax Return (Prior Year)
- B. Last Two (2) Check Stubs
- C. Need Children ages 12 & up school records

Rental/Mortgage Balances and Payment History

Credit Criteria:

A credit report will be obtained for every applicant 18 years of age or older.

All information appearing on a credit report is subject to verification, including previous addresses.

An application may be denied for delinquent or insufficient credit.

A photocopy of this letter will be deemed as acceptable authorization for release of any of the above information or documentation requested by ZDunn LLC. Please do not remove this authorization letter from the attached verification request. Thank You.

I understand that **Alephina & Bert Zinamon** and its agent shall have the continuing right to review my credit information, rental application, payment history, criminal history and occupancy history for account review purposes and or improving application review methods.

Applicant/Date

Applicant/Date

Email Address _____

Email Address _____

How did you hear about this rental property?

- Google
- Zillow Group (Zillow, Trulia, Hotpads)
- Facebook
- Instagram
- Other

ZDunn LLC

Statement of Rental Policy

Equal Housing Opportunity: We follow a policy of fair and equal treatment of all rental applicants regardless of race, color, sex, national origin, religion, familial status, or handicap status in compliance with all federal, state and local laws.

Availability: A vacant apartment will only be held with a deposit and application for rental for no longer than seven (7) days. The application fee is non-refundable. The application deposit will be refunded only in case of rejection. If an application has been approved and the applicant fails to take occupancy on the agreed upon date, then Management will retain the deposit. Applications for apartment homes are accepted on a first come, first serve basis subject to availability of the apartment plan and location requested.

Rental Application: There is \$50.00 non-refundable application fee for each adult desiring to live at _____ . Management will rely on the information provided by each applicant for processing of the application. Therefore, all information furnished by each applicant must be complete and accurate. Applicant's credit rating and criminal record will be checked. Applicant must receive a rating of "accent".

Qualification Criteria: The following criteria will determine approval of application.

Rental History - Two years of satisfactory previous rental history of mortgage history is required.

Income Requirement – Last year's W-2 form and applicant's most recent paycheck stub must be provided.

Credit History and Criminal Background Check – Applicants credit rating and criminal record will be checked. Applicant must receive a ration of "accept" for both credit and criminal to qualify.

Tenant's Signature

Date

Management Rules and Regulations

1. Rent is due on your current due date and a late fee of \$20.00 per day will be accessed after the 3rd day. If rent is not paid after the 3rd day the Tenant will receive a "Notice to Vacate". Eviction proceedings will begin 10 days later. On the 11th day a "Warrant" for the Tenants arrest will be issued for failure to vacate.
2. In the event of a breach by Tenant to the covenants or conditions of this lease, Security Deposit may be retained by the Agent and applied toward any amounts due Lessor hereunder. The deposit is refundable if: (1) The full term of the lease has expired, and Tenant has peaceably and rightfully vacated the premises; (2) written notice of intent to vacate has been given by the Tenant to the Agent at least one full rental paying period prior to vacating; (3) Agent has inspected the property and found it to be clean and undamaged, normal wear and tear excepted, and the Tenant has specifically cleaned dwelling to include the range, oven, refrigerator, bathroom , closets, and cabinets; (4) there are no unpaid late charges, pet charges, delinquent rentals due or any other charges due; (5) all keys have been returned to Agent; (6) all debris rubbish, trash, or discards have been properly removed from the property.
3. Tenant must leave property in 24 hours if found to be involved in any illegal "FELONY" activities or any type of domestic problems needing the police!!!
4. No parking in other tenants parking spaces.
5. At no time are tenants or their guests to drive vehicles, motorcycles, bicycles or other objects on the lawn, landscaped areas or sidewalks. This includes move in and out.
6. There is to be no loitering by tenants or their guests in front of their apartment or in any common use areas such as lawn, parking lots and streets. **NO ALCOHOLIC BEVERAGES OF ANY KIND ARE ALLOWED OUTSIDE IN COMMON AREAS.** This includes beer cans, and/ or bottles in brown wrappers. If you want to drink alcohol while outside, you may do so on your back patio and nowhere else.
7. Nothing shall be placed on the outside of the buildings, windows or projections no signs or advertising notices of any kind shall be placed on any part of the building, No adhesive backed objects such as room deodorizers or stickers from cereal are to be placed on walls, doors, wood work or any surface of rental property. When they are removed, large areas of paint come off with them. Toilet deodorizers that hang in the toilet bowl fall off and stop up sewer lines. They also are prohibited and you will be charged a minimum of \$75.00 for unstopping sewer lines.
8. No pets shall be permitted on the premises by residents or guests without manager approve.
9. Loud noises are prohibited at all times. Music is not to be played in parked vehicles. Excessive horn honking is prohibited.

10. Children are to play at rear of apartment. At no time is anyone to be in the shrubs or trees. Visiting children are the responsibility of the tenant who invites them and are responsible for litter, damages, control, etc. Children are not ride bicycles, scooters, etc. on the walkways in front of apartments.
11. Shooting fireworks is against the law in the city limits and are not allowed on the premises.
12. No alterations, addition, improvements or painting shall be done in the rental unit without written consent of the owner/manager. **NO LOCKS SHALL BE CHANGED OR ADDITIONAL LOCKS ADDED EXCEPT BY OWNER/MANAGER.** This includes chain locks and other restraints.
13. Tenants are responsible for keeping the area in front of and behind their apartment clean of paper, litter and trash. Patios are to be kept in a neat and orderly fashion. Appliances such as washer, dryers, etc. are not to left on patios or lawns or other objects that have to be moved to mow the lawn.
14. Water will damage floors, carpet and drapes. Do not leave windows open when you to out o your apartment.
15. Guests staying more than one week must have written permission from owner/manager. Allowing others to live in the apartment that is not on the lease is a breach of lease without written permission from owner/manager.
16. No resident shall do or permit anything to be done on the leased premises which will violate city, state or federal law or violate fire safety rules. Drug activity or the appearance of drug activity is automatic termination of lease and owner/manager will take possession of leased property.
17. Tenants are responsible for their friends and visitors actions while on the property. This includes any damages of the property.
18. Tenants are to be responsible for all damage done to the premises caused by tenant or their agents, particularly by moving furniture, boxes and bulky objects in and out of premises.
19. Tenants are responsible for all damage done to premises caused by barbeque grills. Barbeque grills are not to be placed under covered patios when in use.
20. Tenants are to give prompt notice to owner/manager of any water leakage, stoppage of common sewer lines or any damage to premises.
21. Tenants are to give landlord prompt notice of change of employment, loss of employment or decrease in income.

22. Lease will be charged the cost of re-keying locks if keys are not returned to owner/manager's office within 24 hours of lease termination or move out time.
23. Tenants locking themselves out will be charged a \$5.00 re-entry fee during normal working hours from 8:00 a.m. to 5:00 p.m. Monday-Friday. A \$35.00 fee is charged for after hours and holidays, provided someone from Maintenance/Management are available.
24. All moneys received will be applied towards the oldest debt.
25. All vehicles owned by tenants or their guests shall be in good working order and properly licensed and tagged. Any abandoned vehicle or one with a severe oil leak, flat tires, no tags, not running, etc. will be promptly towed. **No vehicle repair to be made on property.**
26. It is understood that the owner/manager reserves the right to at any time change or rescind one or more of these rules and regulations or to make such other reasonable rules and regulations as may be necessary for the safety and cleanliness of the premises and for preservation of good order and peaceful occupancy.
27. These rules and regulation are a part of the lease. Breach of Rule and Regulations is considered a breach of the lease, which is subject to legal eviction processes.
28. Tenant's shall not have large gatherings on the Leased premises and shall have no more than (8) eight persons in the leased premises at any given time (adults count as one person and children count as one person). Violation of this rule will lead to termination of lease and owner/manager will take possession of Leased property.

Lessee _____

Date _____

Lessee _____

Date _____

RENTAL APPLICATION

SECTION A (1st APPLICANT) – INFORMATION REGARDING APPLICANT

Full Name _____ Date of Birth _____ Age _____ Phone# _____

Driver's License# _____ SSN# _____

Present Street Address _____

City _____ State _____ Zip _____

How long at present address? _____ Current Landlord _____ Phone# _____

Previous Address _____

How long at previous address? _____ Current Landlord _____ Phone# _____

Why Moving? _____

How many people are in your family? _____ Adults _____ Children _____

Need Children ages 12 & up school records

List Children: Name Age

<u>Name</u>	<u>Age</u>
_____	_____
_____	_____
_____	_____

Present Employer _____ Time there yrs. / months _____

Salary/Hourly Rate _____ How many hours per week? _____ Job Title _____

Employer address _____ Phone# _____

Previous Employer (if less than 3 yrs.) _____

Previous Employer Address _____ Time there yrs. /months _____

****Deposit Amount (\$ _____) Move in Date _____**

****NON – REFUNDABLE AFTER 1 (one) Week _____ INITIALS**

PERSONAL REFERENCES

NAME	RELATIONSHIP	TELEPHONE
_____	_____	_____
_____	_____	_____

SECTION B (2ND ACCPLICANT) – INFORMATION REGARDING APPLICANT

Full Name _____ Date of Birth _____ Age _____

Present Street Address _____ yrs. There _____ Phone# _____

Previous Address (If present address less than 2 yrs.) _____

Years there _____ City _____ State _____ Zip _____

SSN# _____ Present Employer _____

Length of Employed Yrs. / mos. _____ Phone# _____ Salary/Hourly Rate _____

How many hours per week? _____ your job title _____

Employer's Address _____ Phone# _____

Previous Employer's Address _____

(BOTH APPLICANT) - OTHER INFORMATION

Number of vehicles (including vehicle cars) _____

Make/Model _____ Yr. _____ Color _____ Tag# _____
State _____

Make/Model _____ Yr. _____ Color _____ Tag# _____
State _____

HAVE YOU EVER: Filed for bankruptcy? ___yes ___No If yes, when? _____

Been served an eviction notice or been asked to vacate a property you were renting? ___Yes ___No

If yes, When? _____

Have you, or any one that is living with you ever been convicted of any crime or felony? ___Yes ___No

If yes, Explain. _____

Rental Unit applied for _____ Do you or anyone in your household use tobacco? Yes ___
No ___

Commencement date _____ Term _____ Rent/Month _____

Disclosure

We, the undersigned understand _____ is the leasing agent and representative for the owner/landlord and that the leasing agent's fees will be paid by the owner/landlord. The undersigned acknowledges that this written notice was received prior to the undersigned receiving a lease agreements.

We declare the foregoing information is true and correct, and I/We hereby authorize you to conduct an employment and credit check to verify references.

Signature: _____

Date: _____

Signature: _____

Date: _____

RENTAL VERIFICATION FORM

Landlord: _____

Address: _____

Phone #: _____

The undersigned has applied for an apartment at ZDUNN Apartments. As part of the application approval process we would appreciate you taking the time to answer the questions below. Any additional information you might provide to further assist the application process would be most appreciated (this form must be filled out by the landlord).

Signature of Applicant Date Signature of Applicant Date

FOR OFFICE USE ONLY

RESIDENTS NAME: _____

ADDRESS: _____

LEASED FROM: _____ TO: _____

ORIGINAL RENT: _____ CURRENT RENT: _____

HAS RESIDENT (S) GIVEN PROPER NOTICE?: _____

IS RENTAL ACCOUNT SATISFACTORY?: _____

IS ACCOUNT IN ARREARS? _____

IF YES, BALANCE DUE: _____

NUMBER OF LATE PAYEMENTS: _____

HAVE YOU HAD TO FILE UNLAWFUL DETAINER? _____

IF YES, HOW MANY TIMES?: _____

DATE RENT IS CONSIDERED LATE: _____

LEASE VIOLATIONS DURING RESIDENCY: _____

WOULD YOU RECOMMEND? _____

WHAT IS THE PRIOR RENTAL ADDRESS THAT TENANT LISTED ON YOUR APPLAICATION _____

ADDITIONAL INFORMANTION: _____

INFORMATION PROVIDED BY: _____

PHONE#: _____ FAX#: _____

TITLE: _____ DATE: _____

We appreciate your assistance in this matter.

Bert & Alephina Zinamon, Managers
5921 Valley Dr.
Little Rock, Ar. 72209
Office # 501-916-9758 Fax # 501-353-2754