

**MECA REAL ESTATE SERVICES, LLC
RENTAL APPLICATION**

Property Address: _____ **Rental Amount \$:** _____

Desired move-in date: _____

(PLEASE MAKE SURE TO FILL IN PROPERTY ADDRESS AND RENTAL AMOUNT. PLEASE READ CAREFULLY THE COMPANY'S POLICIES, PROCEDURES, AND RULES CONCERNING APPLICATIONS ON THE FOLLOWING PAGE PRIOR TO COMPLETING.)

ADULTS TO OCCUPY PROPERTY:

Last Name _____ First _____ Initial _____ DOB _____
Social Security # _____ Driver's License # _____ Daytime Ph #: _____
Spouse (if applicable): Last _____ First _____ Initial _____ DOB _____
Social Security # _____ Driver's License # _____ Daytime Ph #: _____

MINOR OCCUPANTS (if applicable):

Last Name _____ First _____ Initial _____ Age _____
Last name _____ First _____ Initial _____ Age _____
Last Name _____ First _____ Initial _____ Age _____
Last name _____ First _____ Initial _____ Age _____

RESIDENCE:

CURRENT RESIDENCE: (List more recent first)

Address _____ City _____ State _____ Zip _____
From _____ To _____ Landlord _____ Phone# _____ Fax # _____
\$ _____ Mortgage Company (if applicable) _____

PREVIOUS RESIDENCES:

Address _____ City _____ State _____ Zip _____
From _____ To _____ Landlord _____ Phone# _____ Fax # _____
\$ _____

Address _____ City _____ State _____ Zip _____
From _____ To _____ Landlord _____ Phone# _____ Fax # _____
\$ _____

EMPLOYMENT:

Applicant _____ Employer _____ Since _____
Business Address _____ Telephone# _____ Fax# _____
Supervisor _____ Position _____ Gross Monthly Pay _____
Spouse _____ Employer _____ Since _____
Business Address _____ Telephone# _____ Fax# _____
Supervisor _____ Position _____ Gross Monthly Pay _____
Other Income _____

AUTOMOBILE DESCRIPTIONS:

Make _____ Model _____ Year _____ Tag# _____
Make _____ Model _____ Year _____ Tag# _____

MICELLANEOUS INFORMATION:

Whom should we contact in case of emergency? Name _____
Relation _____ Address _____
City/State _____ Phone # _____

Pets: _____ Yes _____ No

If yes, state the type, breed and weight of animal: _____

THE INFORMATION SUPPLIED IS COMPLETE AND ACCURATE TO THE BEST OF MY/OUR KNOWLEDGE. I HAVE READ THE COMPANY POLICIES, PROCEDURES, AND RULES ON THE REVERSE HERETO AND MAKE THIS APPLICATION WITH FULL KNOWLEDGE OF SUCH. MY SIGNATURE BELOW GRANTS MECA REAL ESTATE SERVICES, LLC THE RIGHT TO INVESTIGATE AT ITS DISCRETION ANY INFORMATION SUBMITTED OR RELEVANT TO MY/OUR APPLICATION. I UNDERSTAND THERE IS A NON-REUNDABLE APPLICATION FEE CHARGED BY MECA REAL ESTATE SERVICES, LLC TO PROCESS THIS APPLICATION. ANY DISPOSAL OF PERSONAL INFORMATION RECEIVED BY MECA REAL ESTATE SERVICES, LLC SHALL BE DONE IN ACCORDANCE WITH 16 C.F.R. PART 682 AND N.C.GEN. STAT. § 75-64, ET SEQ.

ID (s) Checked _____ Application Fee Paid \$ _____

SIGNATURE(S): APPLICANT _____ SPOUSE _____

DATE _____ DATE _____

MECA

*Real Estate
Services, LLC*

POLICIES, PROCEDURES AND RULES CONCERNING RENTAL APPLICATIONS

1. Rental rates quoted are based on a one-year lease.
2. No application can be processed without payment of a \$50 application fee, which is **NON-REFUNDABLE and payable in cash or money order**.
3. The maximum of persons per household is limited to two per bedroom or other rooms that could serve as a bedroom.
4. Applicants who have previously been evicted and still owe a landlord for damages will be rejected.
5. Applicants must be twenty-one years of age and have prior satisfactory rental and credit history. Rent may not exceed 33% of the gross household income.
6. Applicant cannot currently be under lease with any other property manager or owner in the community. If so, application will be rejected unless satisfactory arrangements can be worked out between all parties.
7. Falsification of any part of the rental application or omission of pertinent facts is grounds for rejection of application and termination of any lease agreement that may be entered into between company and applicant.
8. Applicant must post, by **certified funds or money order**, the Security Deposit within **2 business days** after being notified that application is accepted. Should this not occur, MECA Real Estate Services, LLC shall be under no obligation to hold said property for the applicant. The first rental payment must also be made by **certified funds or money order**. The Security Deposit required is based on the results of the application and cannot exceed 2 month's rent.
9. Pets are restricted to certain properties. If a pet is allowed, typically, a **\$250 non-refundable pet fee** will be charged depending on the unique specifications provided by the respective owner of the property to be rented. Even if a pet is allowed, the manager or owner may request, at their sole discretion, the pet's removal from the property. Pit Bulls or any mixed breed Pit Bull is not allowed on the property at any time.
10. MECA Real Estate Services, LLC is an Equal Housing Opportunity Company.



If you are submitting an application, please provide the following listed below. Please note your application will not be processed without all of these items.

- \$50, non-refundable application fee, per adult/married couple – **cash or money order**
- Copy of Drivers License or ID Card
- Copy of SS Card
- Two consecutive recent pay stubs, tax returns, or offer letter
- **Signed** authorization forms for Rental and Employment history (provided by MECA Properties)

SIGNATURE(S): APPLICANT _____ Spouse _____

DATE _____ DATE _____