

MAGDIELI PROPERTY MANAGEMENT LLC

Rental Application

APPLICATION CHECKLIST

- Application(s)
- Application Fee(s)
- MPM Rental Reference

Magdieli Property Management, LLC

Rental Application

4200 Wisconsin Avenue NW, Suite 106-197, Washington, DC 20016
OFFICE: 202.422.8881 EMAIL: amit@magdielipropertymanagement.com



APPLICANT (OR CO-SIGNER)

Name of Applicant First _____ M.I. _____ Last _____
Social Security # _____ Date of Birth (MM,DD,YYYY) _____
Current Address _____
City, State _____ Zip _____
Phone# _____ Office Home Mobile
Phone# _____ Office Home Mobile
E-mail Address _____ Fax# _____

CURRENT RESIDENCE

Current Residence is OWNED RENTED Monthly Payments \$ _____ Length of Time _____
Lease Ends When? _____ Has Notice Been Given? YES NO
Current Landlord _____ Phone _____
Reason for Moving _____

PREVIOUS RESIDENCE

Previous Residence is OWNED RENTED Monthly Payments \$ _____ Length of Time: _____
Lease Ended When? _____ Was Notice Been Given? YES NO
Previous Landlord _____ Phone _____
Reason for Moving _____

OCCUPANTS Total Occupants _____

Occupant #1 (Full Name, Age) _____
Occupant #2 (Full Name, Age) _____
Occupant #3 (Full Name, Age) _____
Occupant #4 (Full Name, Age) _____

Pets YES NO
DOG CAT OTHER _____ Breed _____ Lbs. _____ Age _____
DOG CAT OTHER _____ Breed _____ Lbs. _____ Age _____

Additional Comments:

EMPLOYMENT

Employer's Name _____ Type of Business _____
Address _____ Zip _____
Position/Title _____ Length of Employment _____
Name of Supervisor _____ Supervisor's Phone # _____

INCOME

\$ _____ Salary Annual Monthly Weekly
\$ _____ Commissions/Bonuses
\$ _____ Other Specify _____

ASSETS

\$ _____ Checking Savings Other Name of Bank _____
\$ _____ Checking Savings Other Name of Bank _____
\$ _____ Checking Savings Other Name of Bank _____
\$ _____ Retirement Account
\$ _____ Stocks/Bonds
\$ _____ Other: _____

EMERGENCY CONTACT INFORMATION

In Case of an Emergency, Notify: _____ Relationship _____
Address _____ Zip _____
Phone# _____ Office Home Mobile
Phone# _____ Office Home Mobile

QUESTIONS

How did you hear about this property? Newspaper Ad Internet Sign on Property Word of Mouth Other
Have you ever filed for bankruptcy? YES NO *If yes, please explain below.*
Have you ever been sued for non-payment of rent or been evicted for non payment? YES NO *If yes, please explain below.*
Have you ever willfully refused to pay rent when due? YES NO *If yes, please explain below.*
Are there currently any judgments, lawsuits or bill collection proceedings against you? YES NO *If yes, please explain below.*

ADDITIONAL INFORMATION

TERMS AND CONDITIONS

Application is hereby made to lease the herein described Property upon the terms and conditions set forth in this Rental Application. Agent and Applicant agree to the following:

1. The Undersigned Applicant(s) hereby acknowledge that Magdieli Property Management, LLC. and all MPM employees are agents of and represent the Owner of the Property in this real estate transaction.
2. Applicant acknowledges that this Application is subject approval or denial by Magdieli Property Management, LLC. (hereinafter "Landlord"), the owner of the Property (hereinafter "Owner") and/or the Association's Board of Directors (hereinafter "Association"). Applicant further acknowledges that this application does not constitute a commitment to lease or rent, that a written lease will be prepared if the application is approved, that the lease must be signed by both the landlord and Applicant to be valid and that applicant has no leasehold interests in the Property until there is a fully ratified lease.
3. Consideration for approval or denial of this Application shall be based upon a review of Applicant's credit report, employment status and history, rental references and history, personal references, and the information contained in this Application.
4. Applicant agrees to supply all required letters of reference, fees and other information as may be required Landlord, Owner and/or Association and if approved, to execute a lease and any addendum in the form used by Landlord in accordance with the terms of this Application in a timely manner following request by Landlord.
- 5. Applicant understands that if Applicant should withdraw this application, for any reason whatsoever, at anytime after it has been submitted, or if Applicant should fail or refuse to supply Landlord with the required letters of reference and fees or execute a lease within a timely manner and/or refuse to occupy the Premises, Applicant's fees are non-refundable.**
6. Landlord agrees to process this Application in a timely manner and not to cause any undue delays in approving or denying this Application. Applicant agrees and understands that time is NOT of the essence with respect to the length of time it will take to process this Application.
7. Applicant agrees that all processing and application fees submitted herewith are non-refundable and will not be returned to Applicant if Application is not accepted. The Applicant hereby waives any claim for damages against Landlord, Owner and/or Association for any reason whatsoever, if this Application is not approved.
8. Applicant hereby authorizes Landlord to order, obtain and review a credit/consumer report from a credit/consumer reporting agency to be used in conjunction with this transaction. Applicant hereby authorizes Landlord to release to the credit reporting agency any information provided in this application or any other information obtained by Landlord during the evaluation process. Applicant freely gives consent to Landlord to consult with any of the persons named or not named in this Application who have direct knowledge of Applicant's financial reliability and to share any or all portions of the information contained in the credit/consumer report to with any other party directly or indirectly involved in the approval or denial of this Application.
9. Applicant agrees that actual occupancy is subject to the present tenant vacating in a timely manner, and scheduling requirements by the community.
- 10. Applicant agrees that no representations or warranties as to the condition of the Property have been made by Landlord or anyone else; and that no other agreement has been made to redecorate, repair or improve the premises unless herein or hereinafter set forth specifically in writing. Landlord will deliver Property in a clean and safe condition.**
11. Applicant acknowledges receipt of a copy of all parts of this completed and signed Application.
12. In compliance with federal fair housing regulations, the Property shall be made available to all persons without regard to race, color, religion, national origin, sex physical or mental handicaps, familial status or any additional protected classes specified by the Federal Government and District of Columbia.

APPLICANT'S SIGNATURE

Applicant affirms under the penalties of perjury that Applicant has read and understands this application, agrees to its terms and conditions, and that all the information provided in this Application is true and correct to the best of Applicant's personal knowledge, information and belief, and that Applicant has not knowingly withheld any fact or circumstance which would, if disclosed, affect this Application unfavorably. Any false statements on this application can lead to rejection of the application or immediate termination of the lease.

Applicant _____ Date _____

APPLICATION INSTRUCTIONS

Thank you for considering leasing a property from Magdieli Property Management, LLC. To help facilitate the application process and to insure that all prospective applicants are treated equally, MPM has developed this Rental Application Packet. Please read the instructions and policies carefully. If you feel you meet the guidelines for qualifying, we encourage you to submit an application.

APPLICATION

- **Incomplete applications will not be processed.**
- Applications will be reviewed on a first come, first serve basis.

APPLICANTS

- **Only the applicants may reside in the property.**
- Each person 18 years of age or older must complete and sign an application.

FEES

- **A \$35.00 non-refundable processing fee (per applicant) is required. The application fee may be paid online via our website.**
- **Applications will not be accepted without the required fees.**
- **Make your checks payable to Magdieli Property Management, LLC**
- The full amount security deposit and the first month's rent will be paid at time lease signing. The second month's rent will be pro-rated if possession does not occur at the beginning of the month.

IDENTIFICATION

- All adult applicants must show some form of government issued photo identification at time of lease signing. (Example: driver's license, passport, military id)

QUALIFICATION REQUIREMENTS

In general, all applicants must meet the following requirements to qualify:

INCOME

- **Your gross annual income (income before taxes) should be at least 42 times the monthly rent.** If you do not have the required income, you will either need a co-signer or be able to show substantial liquid assets. For example: if the rent is \$1,000 you must earn at least \$42,000/year to qualify.
- **You must provide written verification of your income** by submitting a copy of your last year's W-2 or a letter from your employer verifying your position and income **and** 2 of your most recent pay stubs. If self-employed, you must submit a copy of the first two pages of last year's income tax returns.
- If a co-signer is necessary, the co-signer must also complete and sign an application and provide verification of income and provide an additional \$35 application fee. The co-signers' gross annual income must be at least **84 times** the monthly rent and they must also have a satisfactory credit history.

DEBT

- **The total amount of your monthly debt (credit card payments, car loans, etc.) plus the monthly rent should not exceed 36% of your gross annual income.**

CREDIT HISTORY

- **All applicants must have a satisfactory credit history.**
- MPM will obtain a credit report on all adult applicants.
- Reports supplied by applicants will not be accepted.
- Your credit report must not show any defaults, consistent late payments, outstanding judgments or collection items.
- Co-signers are not permitted for applicants with bad credit.

RENTAL HISTORY

- **You must have a satisfactory rental history.**
- MPM will conduct a nationwide check of Landlord/Tenant Court records to see if your current or previous landlord has ever filed claims against you.

FAIR HOUSING POLICY

MPM WILL NOT DISCRIMINATE

Magdieli Property Management, LLC firmly believes that choosing a home directly impacts the hopes, dreams, aspirations, and economic destiny of those involved. It is for this reason that Magdieli Property Management, LLC is committed to the letter and spirit of the Federal Fair Housing Act, The District of Columbia Human Rights Act and all other federal and state laws enacted to guarantee a housing market free from discrimination.