

# *ADIANE E. ARMSTRONG REALTY LLC*

## *Rental - 22 Charles St East Orange, NJ*



LISTING AGENT – DAWN ARMSTRONG – 908-769-9000

EMAIL: DAWN1@DARMSTRONGREALTY.COM

2 LEVEL (2<sup>nd</sup> & 3<sup>rd</sup> fl) Apartment with 3 or 4 bedrooms, living rm, possible dining rm – if no 4<sup>th</sup> bedroom, kitchen and bath. Access to backyard.

LAYOUT – 2<sup>nd</sup> fl – Living rm, Kitchen, Bath, 1<sup>st</sup> bedroom, poss. Dining rm or 2nd bedroom

3<sup>rd</sup> fl – 2 bedrooms

### DETAILS:

- AVAILABILITY – May 1, 2017
- SHOWING – Limited showings – Sat/Sun only – Open House type showings
- Rent - \$1,375 per month
- Security – 1 ½ month - \$2,062.50
- Agency Fee applies
- Utilities – TENANT pays gas, electric, heat & hot water
- Parking – no driveway, tenant must obtain EO Parking permit - \$150 annual fee. (approx.)
- Section 8 welcome
- Pets will be considered
- No storage/ No laundry

***All Applicants interested in the apartment must submit their application & fee at the time of viewing. RENTAL APPLICATION MUST BE COMPLETE and CONTAIN THE BELOW:***

### **DOCUMENTATION NEEDED –**

1. COMPLETED APPLICATION FOR EACH ADULT TO BE NAMED ON THE LEASE (Application is 1 per person) (Failure to initial/sign all portions of the application will cause an automatic rejection)
2. COPY OF DRIVER'S LICENSE OR STATE ISSUED ID
3. COPY OF LAST 2 BANK STMTS,
4. COPY OF LAST 2 MON. PAYSTUBS (or) PROOF OF INCOME
5. SECTION 8/TRA RENTAL ASSISTANCE DOCUMENTS
6. \$50 APPLICATION FEE (per Adult named on lease) (CASH ONLY – RECEIPT TO BE PROVIDED)

Co-Applicant must complete a separate Rental Application Form

The undersigned hereby makes application for rent the following property:

House/Apartment \_\_\_\_\_ Number of Bedrooms \_\_\_\_\_ Rent Range \$ \_\_\_\_\_  
Anticipated move date of \_\_\_\_\_ for a term of \_\_\_\_\_ and Security Deposit of \$ \_\_\_\_\_  
Rental Assistance: Section 8, amt \_\_\_\_\_ TRA, amt \_\_\_\_\_ Other Assistance \_\_\_\_\_

### PLEASE TELL US ABOUT YOURSELF

Full Name \_\_\_\_\_ Date of Birth \_\_\_\_\_  
Social Security# \_\_\_\_\_ Email Address \_\_\_\_\_  
Home Phone# \_\_\_\_\_ Cel Phone# \_\_\_\_\_  
Name of Dependents & Age \_\_\_\_\_

List all pets & their weight \_\_\_\_\_  
Driver's License# \_\_\_\_\_ State \_\_\_\_\_  
Vehicle Make/Model \_\_\_\_\_ Year \_\_\_\_\_ License Plate State/Number \_\_\_\_\_

### PLEASE GIVE YOUR RESIDENTIAL HISTORY (LAST 3 YEARS)

Current Address \_\_\_\_\_ Apt# \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Month/Year Moved In \_\_\_\_\_ Reason for Leaving \_\_\_\_\_ Rent\$ \_\_\_\_\_  
Landlord Name \_\_\_\_\_ Phone# ( ) \_\_\_\_\_  
Previous Address (last 3 yrs) \_\_\_\_\_ Rent \$ \_\_\_\_\_  
Landlord Name \_\_\_\_\_ Phone# ( ) \_\_\_\_\_

### PLEASE DESCRIBE YOUR CREDIT HISTORY

Have you willingly or intentionally refused to pay rent when due? Yes \_\_\_\_\_ No \_\_\_\_\_  
Have you had two or more late rental payments in the past year? Yes \_\_\_\_\_ No \_\_\_\_\_  
Have you ever been evicted from a rental residence? Yes \_\_\_\_\_ No \_\_\_\_\_  
Have you declared bankruptcy in the past seven (7) years? Yes \_\_\_\_\_ No \_\_\_\_\_

### PLEASE PROVIDE YOUR EMPLOYMENT INFORMATION

Your Status: Full Time \_\_\_\_\_ Part Time \_\_\_\_\_ Student \_\_\_\_\_ Disabled \_\_\_\_\_ Unemployed \_\_\_\_\_ Self Employed \_\_\_\_\_  
Employer \_\_\_\_\_  
Date Employed \_\_\_\_\_ Position \_\_\_\_\_  
Supervisor Name \_\_\_\_\_ Phone# ( ) \_\_\_\_\_ Salary \$ \_\_\_\_\_ per \_\_\_\_\_

\* If employed less than 12 months, provide prior employer and/or school

Prior Employer \_\_\_\_\_  
Date Employed \_\_\_\_\_ Position \_\_\_\_\_  
Supervisor Name \_\_\_\_\_ Phone# ( ) \_\_\_\_\_ Salary \$ \_\_\_\_\_ per \_\_\_\_\_  
School \_\_\_\_\_ Date of Completion \_\_\_\_\_ Degree \_\_\_\_\_

If you have other sources of income you'd like considered, please list income, source

Amount per month \$ \_\_\_\_\_ Source \_\_\_\_\_ Contact Name & Number ( ) \_\_\_\_\_  
Amount per month \$ \_\_\_\_\_ Source \_\_\_\_\_ Contact Name & Number ( ) \_\_\_\_\_

### BANK REFERENCES

Banking/Credit Union Information

Name \_\_\_\_\_ Type of Account \_\_\_\_\_ Account Number \_\_\_\_\_  
Name \_\_\_\_\_ Type of Account \_\_\_\_\_ Account Number \_\_\_\_\_

### PERSONAL REFERENCE OR EMERGENCY CONTACT

Name/Relationship \_\_\_\_\_ Address \_\_\_\_\_ Phone# \_\_\_\_\_  
Name/Relationship \_\_\_\_\_ Address \_\_\_\_\_ Phone# \_\_\_\_\_  
Name/Relationship \_\_\_\_\_ Address \_\_\_\_\_ Phone# \_\_\_\_\_

**DISCLOSURES**

I authorize the agent(s) of Diane E. Armstrong Realty LLC (DEA Realty) to request/process a Background, Credit, Criminal and Eviction check on my behalf. I agree that any inaccurate or false information on this application may be reason for automatic denial to rent and property with DEA Realty. I hereby authorize any third party source used to retrieve this data to release all information found in reference to my name. I am aware that the information revealed in these reports may deem me unqualified and will automatically terminate this application. I hereby waive all rights of action for consequences as a result of such information and hold DEA Realty and its agent(s) hold harmless.

INITIALS \_\_\_\_\_

There is a \$50.00 per person non-refundable fee for the Credit / Background reports, which is mandatory for the rental of all properties. This fee is to be paid by cash at the time the application is completed. No, personal checks, money orders or credit cards accepted INITIALS \_\_\_\_\_

Diane E. Armstrong Realty LLC cooperates with all NJ Real Estate Agencies. For our assistance in renting said properties, DEA Realty assesses the Landlord/Tenant an Agency Fee of 1/2 month's rent in accordance with the associated listing. The Agency Fee is to be paid by the Landlord unless otherwise negotiated. The Agency fee is due and collected in the form of cash or money order upon acceptance of this application for tenancy and lease signed. Should the tenant choose to not occupy the property after the application is accepted and lease signed, the agency fee is due and/or non refundable. Fee Paid by \_\_\_\_\_ Landlord \_\_\_\_\_ Tenant INITIALS \_\_\_\_\_

Tenant cannot take possession of property until application is approved by Owner and or their Agent, and all monies are paid (Agency Fee, 1<sup>st</sup> Month Rent, and Security). If application is deemed unsatisfactory based on the validity of information, verification and/or background, any deposits / payment are refundable. Leases must be signed by all parties and returned to this office within 3 business days. If not returned within this timeframe, the lease is considered null & void and all funds – rent, security and agency fee are forfeited. INITIALS \_\_\_\_\_

Should the tenant choose to not occupy the property after leases are signed by both parties and is past its 3 day review period, the rent, security deposit paid to date are non refundable. INITIALS \_\_\_\_\_

Applicant Signature \_\_\_\_\_

Date \_\_\_\_\_

- \*Payments are to made in separate checks: #1 Agency fee – cash or money order only
- #2 Rent & Security Deposit – cash or money order

**\*Required Documents: Photo ID, 2 Month Paystubs & last 2 month Banks Statements, Source letters from Disability, Sec 8, TRA and/or any other government assistance programs if applicable.**