

# *Rent to Own Your Next Home...*

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## *Rent To Own Application*

### **Application Process**

1. All applicants must be 18 years old or older.
2. The application processing will not start until all required information and documents are received with the fully completed application!
3. Submit completed (needs signed and dated) "Consumer Notice" form. *~included in this packet~*
4. All applicants must provide the following items when submitting an application:
  - a. Copy of Photo ID & Copy of Social Security Card
  - b. Proof of income & Proof of funds for your Move In money needed
5. A credit report will be pull for all applicants by a mortgage lender/ advisor or credit counselor. (You can choose your mortgage lender. You can use one of your choice, I can refer you, or I can select one for you if one is not selected.)
6. Your credit counselor/ mortgage lender/ advisor will be involved in the RTO application approval.
7. Landlord history and income will be verified. If applicant(s) cannot supply satisfactory landlord history references and steady income history, then the applicant will be required to put down additional deposit money. Property owners have the right to add additional qualifying guidelines and have final approval on all applications during offer consideration.
8. Applicants agree that an inspection of the current residence maybe requested to verify current housekeeping habits.
9. Some properties allow pets. Certain restrictions apply. All pets must be approved prior to move-in. Approved pets require an additional deposit and additional monthly rent. Some dog breeds are restricted.
10. False information on the application is grounds for immediate application denial or eviction proceedings from rent to own property.
11. Applications will be approved based on:
  - a. Credit rating, ability to repair credit, and obtain a mortgage in 2 years or less
  - b. Verification of information and provided
  - c. Reasonable desired monthly RTO payment compared to the Type/ Style/ Location of house applicants are requesting.
12. Application processing may take can take up to 15 days to complete.
13. Applications can be submitted either of the following ways: 1) Dropped off or mailed to the above address. 2) Faxed to 717 652-4969 (Attn: Amber Cruz). 3) Scanned and e-mailed to me email.

**~By initialing below you acknowledge you reviewed and understand the above.~**

**Applicant(s) Initials and Date:** \_\_\_\_\_  
Initials/Date Applicant 1

\_\_\_\_\_  
Initials/Date Applicant 2

# Rent To Own Application

Today's Date \_\_\_\_\_ Your desired date to be in your home \_\_\_\_\_

## Your Property Search Criteria:

1. # of Bedrooms - range \_\_\_\_\_ to \_\_\_\_\_
2. # of Bathrooms - range \_\_\_\_\_ to \_\_\_\_\_
3. Heat Source Preferred \_\_\_\_\_ Is there a source you don't want \_\_\_\_\_
4. Will you need additional living space (ex: family room, office...) : \_\_\_\_\_
5. Will on street parking be suitable YES / NO
6. Any special feature request (s): \_\_\_\_\_
7. What is your City/ Neighborhood/ Development/ Area preference: \_\_\_\_\_
8. School District \_\_\_\_\_
9. Style \_\_\_\_\_ Attached, Semi detached or Detached \_\_\_\_\_
10. Desired house value - range: \$ \_\_\_\_\_ (Min.) To \$ \_\_\_\_\_ (Max.)
11. Monthly mortgage payment - range: \$ \_\_\_\_\_ (Min.) To \$ \_\_\_\_\_ (Max.)
12. Days/ Times available for showings \_\_\_\_\_

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## Your Lender's Information:

You will need to select a mortgage lender. You are able to choose a lender of your choice, I can work with any mortgage lender/ advisor. If you don't have one in mind, I can refer you to some, or I select one for you as part of the application processing. See Important Contact number sheet for a list of referred lenders.

Lender's Name \_\_\_\_\_ Lender's Company \_\_\_\_\_  
Lenders contact numbers \_\_\_\_\_ Lender's Fax \_\_\_\_\_  
Lender's E-mail Address \_\_\_\_\_

- Check here you would like for me to select a lender for you while processing your application.**

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## Tenant/Buyer #1:

First Name, Last Name, & Middle Initial \_\_\_\_\_  
How would you rate your housekeeping \_\_\_\_\_  
Marital Status \_\_\_\_\_ If married, list spouse's name if not on application \_\_\_\_\_  
Social Security Number \_\_\_\_\_ Date of Birth \_\_\_\_\_  
Home Phone (s) # \_\_\_\_\_ Cell Phone (s) # \_\_\_\_\_  
E-mail address: \_\_\_\_\_

Have you at any time on or since January 1, 1998, been obligated to pay support under an order that is on record in any Pennsylvania county? YES or NO

If yes, list he county and the Domestic Relations File or Docket Number \_\_\_\_\_

#1 Place of Employment \_\_\_\_\_

Work Contact number (s) \_\_\_\_\_

Dates of Employment start \_\_\_\_\_ end \_\_\_\_\_ Net Monthly Income \_\_\_\_\_

#2 Place of Employment \_\_\_\_\_

Work Contact number (s) \_\_\_\_\_

Dates of Employment start \_\_\_\_\_ end \_\_\_\_\_ Net Monthly Income \_\_\_\_\_

Other Income \_\_\_\_\_

## Landlord Information

(Need a minimum of 3 years landlord reference. If additional space is needed, please mark here \_\_\_\_\_ and use back)

1. Address, City, St of your rental unit: \_\_\_\_\_  
Landlord(s) Name, Address \_\_\_\_\_  
Landlord's Number \_\_\_\_\_  
Resided there from: \_\_\_\_\_ To: \_\_\_\_\_ Rent Amt: \_\_\_\_\_

2. Address, City, St of your rental unit : \_\_\_\_\_  
 Landlord(s) Name, Address \_\_\_\_\_  
 Landlord's Number \_\_\_\_\_  
 Resided there from: \_\_\_\_\_ To: \_\_\_\_\_ Rent Amt: \_\_\_\_\_

**Property Ownership** Do you own or have you owned a residential property in the past 3 years? YES or NO

**Tenant/Buyer #2:**

First Name, Last Name, & Middle Initial \_\_\_\_\_  
 How would you rate your housekeeping \_\_\_\_\_  
 Marital Status \_\_\_\_\_ If married, list spouse's name if not on application \_\_\_\_\_  
 Social Security Number \_\_\_\_\_ Date of Birth \_\_\_\_\_  
 Home Phone (s) # \_\_\_\_\_ Cell Phone (s) # \_\_\_\_\_  
 E-mail address: \_\_\_\_\_

Have you at any time on or since January 1, 1998, been obligated to pay support under an order that is on record in any Pennsylvania county? YES or NO

If yes, list he county and the Domestic Relations File or Docket Number \_\_\_\_\_

#1 Place of Employment \_\_\_\_\_

Work Contact number (s) \_\_\_\_\_

Dates of Employment start \_\_\_\_\_ end \_\_\_\_\_ Net Monthly Income \_\_\_\_\_

#2 Place of Employment \_\_\_\_\_

Work Contact number (s) \_\_\_\_\_

Dates of Employment start \_\_\_\_\_ end \_\_\_\_\_ Net Monthly Income \_\_\_\_\_

Other Income\* \_\_\_\_\_

**Landlord Information** (Need a minimum of 3 years landlord reference. If additional space is needed, please mark here \_\_\_\_\_ and use back)

1. Address, City, St of your rental unit: \_\_\_\_\_  
 Landlord(s) Name, Address \_\_\_\_\_  
 Landlord's Number \_\_\_\_\_  
 Resided there from: \_\_\_\_\_ To: \_\_\_\_\_ Rent Amt: \_\_\_\_\_

2. Address, City, St of your rental unit : \_\_\_\_\_  
 Landlord(s) Name, Address \_\_\_\_\_  
 Landlord's Number \_\_\_\_\_  
 Resided there from: \_\_\_\_\_ To: \_\_\_\_\_ Rent Amt: \_\_\_\_\_

**Property Ownership** Do you own or have you owned a residential property in the past 3 years? YES or NO

**Other Occupants**

|                        |                    |           |
|------------------------|--------------------|-----------|
| First/ Last Name _____ | Relationship _____ | Age _____ |
| First/ Last Name _____ | Relationship _____ | Age _____ |
| First/ Last Name _____ | Relationship _____ | Age _____ |
| First/ Last Name _____ | Relationship _____ | Age _____ |

**Assets** (Bank accounts, stocks, etc.)

|       | <u>Tenant/Buyer #1</u> | <u>Tenant/Buyer #2</u> |
|-------|------------------------|------------------------|
| _____ | \$ _____               | \$ _____               |
| _____ | \$ _____               | \$ _____               |
| _____ | \$ _____               | \$ _____               |
| _____ | \$ _____               | \$ _____               |

**Liabilities**

( list all debits, including alimony, child support)

**Tenant/Buyer #1**

**Tenant/Buyer #2**

|       | Balance  | Per Month | Balance  | Per Month |
|-------|----------|-----------|----------|-----------|
| _____ | \$ _____ | \$ _____  | \$ _____ | \$ _____  |
| _____ | \$ _____ | \$ _____  | \$ _____ | \$ _____  |
| _____ | \$ _____ | \$ _____  | \$ _____ | \$ _____  |
| _____ | \$ _____ | \$ _____  | \$ _____ | \$ _____  |
| _____ | \$ _____ | \$ _____  | \$ _____ | \$ _____  |
| _____ | \$ _____ | \$ _____  | \$ _____ | \$ _____  |

**Will there be any pets at the property? YES or NO**

Type: \_\_\_\_\_ Breed: \_\_\_\_\_ Weight: \_\_\_\_\_  
 Type: \_\_\_\_\_ Breed: \_\_\_\_\_ Weight: \_\_\_\_\_

Civil Rights Acts, Federal and state laws make it illegal for a seller, broker, or anyone, to use race, color, religion or religious creed, sex, disability (physical or mental), familial status (children under 18 years of age), age (40 or older), national origin, use of handling/training of support or guide, animals, or the fact of relationship or association to an individual known to have a disability as reasons for refusing to sell, show, or rent properties, or set deposit amounts, or as reasons for any decisions relating to the sale or rental of property.

Tenant/Buyers understand that the broker has no control over the use of any information after it is disclosed to a third party; buyers agree to release and hold broker harmless from any and all liability for any misuse or subsequent disclosure by any third party of the information or reports to disclosed by broker pursuant to the terms of this authorization.

**Acknowledgement of Rent To Own Application Process:**

Applicant agrees that they have reviewed the Rent To Own Program Information Handbook and have a clear understanding of the program. Applicants also feel they would be able to complete this program successfully.

The undersigned applicant(s) agrees that all information provided in this application is true and accurate. Applicant(s) hereby give Weichert Realtors First Choice, Property Management Company, Amber Cruz, and selected Lender authorization to verify any and all information and also authorizes Weichert Realtors First Choice and Property Management Company to give and obtain information from the selected Mortgage Lender/Advisor or Credit Counselor for credit report processing and review for Purchase or Rent To Own financing pre-approval. Applicant(s) also allow their selected mortgage lender/advisor or credit counselor to discuss and share pertinent information with Weichert Realtors First Choice and Amber Cruz, which will assist in completing the Purchasing and Rent To Own application process. Applicants also agree that an inspection of the current residence may be required to complete the application process.

**\*\*Please make sure you initialed and dated the front/cover page of this application. Thanks!\*\***

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

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

Any additional information you would like to provide for your application processing? \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_