

**APPLICATION TO RENT FORM  
(PRINT CLEARLY)**

Please complete one application for each person not related by blood or marriage. If a line is not filled in we will return the application to you. You will also be required to present 2 pieces of identification for verification purposes.

Date premises required: yr/m/d \_\_\_\_\_

Rental Rate: \_\_\_\_\_ Security Deposit: \_\_\_\_\_ Screening Fee: **\$50.00**

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Middle Name: \_\_\_\_\_

Date of Birth (yr/m/d): \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Social Security Number: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Driver's License #: \_\_\_\_\_ State: \_\_\_\_\_ Valid – Yes: \_\_\_\_\_ No: \_\_\_\_\_

Driver's License Issued on (yr/m/d): \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Expires (yr/m/d): \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Current Address: \_\_\_\_\_ City: \_\_\_\_\_

State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Phone: (\_\_\_\_)-\_\_\_\_-\_\_\_\_ Email Address \_\_\_\_\_

How long residing at this address: \_\_\_\_\_ Rent Amount: \_\_\_\_\_ Reason for Leaving \_\_\_\_\_

Landlord's Phone: (\_\_\_\_)-\_\_\_\_-\_\_\_\_

Current Employer (name): \_\_\_\_\_ Phone: (\_\_\_\_)-\_\_\_\_-\_\_\_\_

Occupation: \_\_\_\_\_ How Long: \_\_\_\_ Salary or Annual Income: \_\_\_\_\_

Previous Employer (name): \_\_\_\_\_ Phone: (\_\_\_\_)-\_\_\_\_-\_\_\_\_

Occupation: \_\_\_\_\_ How Long: \_\_\_\_

Spouse's Last Name: \_\_\_\_\_ First: \_\_\_\_\_ Middle: \_\_\_\_\_

Date of Birth (yr/m/d): \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Social Security Number: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Current Employer: \_\_\_\_\_ Occupation: \_\_\_\_\_

How long: \_\_\_\_\_ Salary or Annual Income \_\_\_\_\_ Phone: (\_\_\_\_)-\_\_\_\_-\_\_\_\_

Vehicle Information (yr/make/model/color 1.): \_\_\_\_ / \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Vehicle Information (yr/make/model/color 2.): \_\_\_\_ / \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Vehicle License Plate Number 1: \_\_\_\_\_ State: \_\_\_\_\_  
Vehicle License Plate Number 2: \_\_\_\_\_ State: \_\_\_\_\_

Credit References (list bank, credit union, charge accounts, or other credit references.)

1. \_\_\_\_\_
2. \_\_\_\_\_

Personal References (list 2 personal references not related to you).

1. Name: \_\_\_\_\_ Phone: (\_\_\_\_\_) - \_\_\_\_ - \_\_\_\_  
Street: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_  
2. Name: \_\_\_\_\_ Phone: (\_\_\_\_\_) - \_\_\_\_ - \_\_\_\_  
Street: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_

Have you ever been evicted as a tenant? Yes \_\_\_\_\_ No \_\_\_\_\_

Have you ever been convicted of a criminal offence? Yes \_\_\_\_\_ No \_\_\_\_\_ (If yes, what? \_\_\_\_\_)

Number of adults to occupy rental unit: \_\_\_\_\_ Number of children under 18 to occupy rental unit: \_\_\_\_\_

Please list all occupants:

\_\_\_\_\_  
(list any additional occupants on the back of this form)  
Number of pets: \_\_\_\_\_ Type of pets: \_\_\_\_\_

In case of an emergency please notify: \_\_\_\_\_ Phone: (\_\_\_\_\_) - \_\_\_\_ - \_\_\_\_  
Complete Address: street \_\_\_\_\_ city \_\_\_\_\_ state \_\_\_\_\_ zip \_\_\_\_\_

TENANCY WILL BE DENIED if any information is misrepresented on this application. If misrepresentations are found after the rental agreement is signed, your rental agreement will be terminated.

This is to advise that I the undersigned hereby authorize **EXIT REALTY THE TRACEY GROUP** the person or firm to whom my application has been submitted, to obtain a consumer credit report, to conduct a criminal record search, an eviction search and to make any other inquiries as deemed necessary in determining eligibility for tenancy and assessing credit worthiness. I understand that the information set out in the rental application form may be used for purposes of responding to emergencies, ensuring the orderly management of the tenancy, complying with legal requirements and for collection purposes should rent be left owing or rental property damaged at termination of lease or end of tenancy. I have also received a copy of the FCRA Summary of Rights and understand its' contents.

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Co-Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

This information is deemed to be private and confidential.

# FCRA Summary of Rights

## A Summary of Your Rights - Under the Fair Credit Reporting Act.

The federal Fair Credit Reporting Act (FCRA) is designed to promote accuracy, fairness, and privacy of information in the files of every "consumer reporting agency" (CRA). Most CRAs are credit bureaus that gather and sell information about you - such as if you pay your bills on time or have filed bankruptcy - to creditors, employers, landlords, and other businesses. You can find the complete text of the FCRA, 15 U.S.C. §§1681-1681u, by visiting [www.ftc.gov](http://www.ftc.gov). The FCRA gives you specific rights, as outlined below. You may have additional rights under state law. You may contact a state or local consumer protection agency or a state attorney general to learn those rights.

- **You must be told if information in your file has been used against you.** Anyone who uses information from a CRA to take action against you - such as denying an application for credit, insurance, or employment - must tell you, and give you the name, address, and phone number or the CRA that provided the consumer report.
- **You can find out what is in your file.** At your request, a CRA must give you the information in your file, and a list of everyone who has requested it recently. There is no charge for the report if a person has taken action against you because of information supplied by the CRA, if you request the report within 60 days of receiving notice of the action. You also are entitled to one free report every twelve months upon request if you certify (1) you are unemployed and plan to seek employment within 60 days, (2) you are on welfare, or (3) your report is inaccurate due to fraud. Otherwise, a CRA may charge you up to eight dollars.
- **You can dispute inaccurate information with the CRA.** If you tell a CRA that your file contains inaccurate information, the CRA must investigate the items (usually within 30 days) by presenting to its information source all relevant evidence you submit, unless your dispute is frivolous. The source must review your evidence and report its findings to the CRA. (The source also must advise national CRAs - to which it has provided the data - of any error.) The CRA must give you a written report of the investigation and a copy of your report if the investigation results in any change. If the CRA's investigation does not resolve the dispute, you may add a brief statement to your file. The CRA must normally include a summary of your statement in the future reports. If an item is deleted or a dispute statement is filed, you may ask that anyone who has recently received your report be notified of the change.
- **Inaccurate information must be corrected or deleted.** A CRA must remove or correct inaccurate or unverified information from its files, usually within 30 days after you dispute it. However, the CRA is not required to remove accurate data from your file unless it is outdated (as described below) or cannot be verified. If your dispute results in any change to your report, the CRA cannot reinsert into your file a disputed item unless the information source verifies its accuracy and completeness. In addition, the CRA must give you a written notice telling you it has reinserted the item. The notice must include the name, address and phone number of the information source.
- **You can dispute inaccurate items and the source of the information.** If you tell anyone - such as a creditor who reports to the CRA - that you dispute an item, they may not then report the information to a CRA without including a notice of your dispute. In addition, once you've notified the source of the error in writing, it may not continue to report the information if it is, in fact, an error.
- **Outdated information may not be reported.** In most cases, a CRA may not report negative information that is more than seven years old; ten years for bankruptcies.
- **Access to your file is limited.** A CRA may provide information about you only to people with a need recognized by the FCRA - usually to consider an application with a creditor, insurer, employer, landlord, or other business.
- **Your consent is required for reports that are provided to employers, or reports that contain medical information.** A CRA may not give out information about you to your employer, or prospective employer, without your written consent. A CRA may not report medical information about you to creditors, insurers, or employers without your permission.
- **You may choose to exclude your name from CRA lists for the unsolicited credit and insurance offers.** Creditors and insurers may use file information as the basis for sending you unsolicited offers of credit or insurance. Such offers must include a toll-free phone number for you to call if you want your name and address removed from future lists. If you call, you must be kept off the lists for two years. If you request, complete, and return the CRA form provided for this purpose, you must be taken off the lists indefinitely.
- **You may seek damages from violators.** If a CRA, a user or (in some cases) a provider of CRA data, violates the FCRA, you may sue them in state or federal court.



# Authorization to Release Consumer Information

TENANCY WILL BE DENIED if any information is misrepresented on this application. If misrepresentations are found after the rental agreement is signed, your rental agreement will be terminated.

This is to advise that I the undersigned hereby authorize **TVS Tenant Verification Service Inc.** acting as the landlord's designated screening organization for the above referenced rental property, to obtain a consumer credit report, conduct a criminal record and an eviction search to determine eligibility for tenancy and assessing credit worthiness.

I understand that I have specific prescribed rights as a Consumer under the Federal Fair Credit Reporting Act (FCRA) and have received a copy of those rights titled FCRA Summary of Rights. (Landlord can obtain a copy of these rights in the forms section on the TVS website)

Applicant's Signature:

Date:



**BROKER/TENANT  
TRUST ACCOUNT INTEREST AGREEMENT  
(RELATING TO DEPOSITS CALLED FOR IN RESIDENTIAL RENTAL AGREEMENT)**

According to the rules and regulations of the South Carolina Real Estate Commission and the Code of Laws of South Carolina, 1976, as amended, any interest earned on your security deposit belongs to you until the completion of your obligations in reference to the Residential Rental Agreement dated \_\_\_\_\_ between EXIT REALTY THE TRACEY GROUP, Broker, and \_\_\_\_\_, Tenant.

This form authorizes the bank to pay interest to us on our Trust Account.  
It is understood that Broker has the option to place deposited monies into an interest bearing account and to retain all interest incurred in said account.

EXIT REALTY THE TRACEY GROUP  
Real Estate Brokerage Firm

By: Broker JAY TRACEY

**YES, I authorize Broker to retain interest earned on my security deposit.**

\_\_\_\_\_  
Tenant date Tenant date

**NO, I do not authorize Broker to retain interest earned on my security deposit.  
The security deposit will be placed in a non-interest bearing account.**

\_\_\_\_\_  
Tenant date Tenant date

The foregoing form is available for use by the entire real estate industry. The use of the form is not intended to identify the user as a REALTOR®. REALTOR® is the registered collective membership mark which may be used only by real estate licensees who are members of the NATIONAL ASSOCIATION OF REALTORS® and who subscribe to its Code of Ethics. Expressly prohibited is the duplication or reproduction of such form or the use of the name "South Carolina Association of REALTORS®" in connection with any written form without the prior written consent of the South Carolina Association of REALTORS®. The foregoing form may not be edited, revised, or changed without the prior written consent of the South Carolina Association of REALTORS®.

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