

RENTING POLICIES & PROCEDURES

Once you have selected and decided on a rental you must fill out our resident application form. There is a \$25.00 application fee (Money order, Check or Cash) which covers the handling of your application and cost of your credit report. A photo ID will be requested at the time you submit this application for processing.

In order for your application to be considered you must meet the following requirements:

1. **Sufficient Income** Three times the rental amount per month. Income may be combined by multiple applicants. (Permanent employment of at least 4 months at the same job is preferred).
2. **Verifiable Good Credit** - Credit references listed will be contacted, so please provide telephone numbers. Credit reports will be checked with a national credit bureau.
3. **Good Previous Rental History** - We will verify rental history with your two previous landlord(s). You must provide names and telephone numbers of prior landlord(s). Applications will not be approved if we cannot contact your prior landlord(s) or mortgage holder(s).
4. **Complete Application** - This 4 page application must be complete in its entirety. Failure to complete the entire application can result in denial of the application.

We will try to process your application within 24 hours. Applications will not be pre-screened. Incomplete or falsified applications will be rejected. All applications submitted become the property of Owner.

We cannot guarantee any unit you have seen to be available by the time your application is processed. We cannot be held responsible for any unit that is rented after you have seen it and turned in an application. All rentals are on a first approved basis.

If your application is approved and your move-in date is not immediate, a holding deposit will be taken. A holding deposit. **Should you decide not to rent the unit, the holding deposit is non-refundable. The holding deposit will be applied toward your security deposit, which is fully refundable at time of move-out, depending upon the condition of the unit, rent due and/or other financial obligations incurred at the time of your move-out.**

You will be required to pay the first month's rent and security deposit in advance.

After signing a lease agreement with Owner, you are liable to report to us within **48 hours** with a change of phone number and or place of employment.

DISCLOSURE AND AUTHORIZATION

The undersigned does further understand that all persons or firms named may freely give any requested information concerning me and I hereby waive all right to action for any consequences resulting from such information. By my signature below, I authorize the investigation and release of the information on all statements contained herein, including but not limited to a credit check, to Owner and/or the owner of any property which I am applying to occupy.

I further understand and agree that Fidelity Management Services, Inc. will rely upon this Rental Application as an inducement for entering into a rental agreement and I warrant that the facts contained in this Application are truthful. If any facts prove to be untrue, Fidelity Management Services, Inc. may terminate my tenancy immediately and collect from me any damages incurred including reasonable attorneys fees resulting therefrom.

You are also herein notified that a negative credit report reflecting your credit record may be submitted in the future to a credit reporting agency, if you fail to fulfill the terms of your rental obligations or if you default in those obligations in any way.

Owner welcomes all applicants and supports fair housing. We do not refuse to lease or rent any housing accommodations or property nor in any other way discriminate against a person because of sex, marital status, race, creed, religion, age, familial status, physical or mental handicap, color or national origin.

Notice of the contractual relationship between the Property Owner and Owner: Owner is an exclusive agent of the Property Owner and represents the Property Owner's interest in any and all rental transactions.

Applicant Signature _____ Date _____ Time _____
Received by _____ Date _____ Time _____

RENTAL APPLICATION
FIDELITY MGT SERVICES, INC.
PO BOX 3455
MISSOULA, MT. 59806
FAX # 406-251-3019

RENTAL PROPERTY ADDRESS _____ DATE NEEDED _____

NAME: _____ SS# _____

HAVE YOU EVER USED ANOTHER NAME(S) _____ IF YES, NAME(S) _____

ADDRESS: _____ STATE _____ ZIP CODE _____ PHONE _____

CURRENT LANDLORD: _____ PHONE # _____

How Long at this address? From _____ To _____ Reason for leaving _____

Reason for moving _____

PLACE OF EMPLOYMENT: _____ POSITION: _____

LENGTH OF EMPLOYMENT: _____ SUPERVISOR: _____ PHONE# _____
Yrs/Mo

NEAREST RELATIVE NOT LIVING WITH YOU: _____

RELATIONSHIP: _____ PHONE # _____

ADDRESS: _____
City _____ State _____ Zip code _____

REFERENCES

PREVIOUS LANDLORD: _____ PHONE # _____

PROPERTY ADDRESS: _____ HOW LONG? _____

PREVIOUS LANDLORD: _____ PHONE # _____

PROPERTY ADDRESS: _____ HOW LONG? _____

INCOME AND ASSETS

MONTHLY INCOME (take home) \$ _____ OTHER INCOME: \$ _____

OTHER INCOME OR ASSETS: _____

CREDIT INFORMATION

CREDITOR:	TOTAL DUE:	MONTHLY PMT.
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____

Any judgements or collections against you? Y/N
Have you ever filed bankruptcy? Y/N When? _____

Do you or anyone else living with you smoke cigarettes, cigars, pipes, etc., inside or outside of your housing unit? Y/N

OTHER INFORMATION

OTHER TENANT(S) _____ SS#: _____

Have you ever intentionally or willfully refused to pay rent when due? _____

Have you ever been evicted from any tenancy? _____

Do you have any pets? ___ If "yes" what kind? _____

Have you ever been convicted of or pleaded guilty or "no contest" to a felony (whether or not resulting in a conviction)? Yes
No ___

Have you ever been convicted of or pleaded guilty or "no contest" to a misdemeanor involving sexual misconduct whether or
not resulting in a conviction? Yes ___ No ___.

Do you have any special needs or requirements that we need to be aware of?
Yes ___ No ___. If yes, please describe
_____.

AUTOMOBILES

MAKE ___ COLOR ___ YEAR ___ Tag No/State: _____

MAKE ___ COLOR ___ YEAR ___ Tag No/State: _____

Do any of the above leak oil or other fluids? _____

I DECLARE THE FOREGOING INFORMATION TO BE TRUE UNDER PENALTY OF PERJURY.

I hear by certify that the answers I have given in this application are true and correct to the best of my knowledge. I understand that any false answers, lack of answers, or statements given by me are sufficient grounds for eviction and loss of any security deposit given.

APPLICANT _____ DATE _____
(Your full legal signature)