



BAYWATER APARTMENTS

## APPLICATION PACK

**Baywater Apartments**  
**6910 W. Waters Ave**  
**Tampa, FL 33634**  
[www.baywaterapts.com](http://www.baywaterapts.com)  
**(P) 813.884.3701**  
**(F) 813.884.4934**

### ***Rental Requirements***

- Copy of each applicant's government issued photo ID
- Each applicant who resides in the apartment over the age of 18 must fill out an application
- Copy of one month's pay stub  
Or
- Offer letter of employment on letter head stationary with salary information
- Applicant must have a minimum (combined) gross salary of (3) three times the monthly rent
- Co-signers applicant must have a minimum (combined) gross salary of (3) three times the monthly rent
- Application fee is \$45 per adult over the age of 18
- Check or money order made payable to Baywater Apartment
- Felonies and misdemeanors involving violence and/or property damage, evictions, and collections to another apartment community or landlord are automatic denials
- Security deposit is based upon applicant credit history and rental history. International Applicants may require a US citizen as a co-signer along with \$1000.00 Security Deposit
- Upon Approval Notification, Applicant has 24 hrs to submit a payment of security deposit and administration fee in order to hold the apartment. All other fees must be paid prior to move-in
- In the event the applicant decided not to move in the deposit and administration fee are non-refundable

### **Applicant Checklist**

- Completed application for **EACH OCCUPANT OVER THE AGE OF 18**
  - all check boxes completed
  - Emergency contact filled out
  - Signature at bottom of page
- Read statement of rental policy with signature on page 2
- Completed Rental history top portion with signature
- Copies of Pay stubs or offer letter on company letterhead showing at least one month salary
- Check or money order \$45 per adult
- Move-in Date \_\_\_\_\_
- Apartment Size \_\_\_\_\_

# BAYWATER APARTMENTS

## RENTAL APPLICATION

Person to occupy \_\_\_\_\_ Marital Status: \_\_\_\_\_ Single Number of  
Apartment (First Name) (Middle Name) (Last Name) (Optional) Widowed Divorced Married people to  
occupy apt# \_\_\_\_\_

Birthdate: _____	Telephone #/ Cell: _____
Social Security # _____	Evening: _____
Driver's License# _____	Email: _____

Current Address: \_\_\_\_\_ City, State and Zip \_\_\_\_\_  
Name of \_\_\_\_\_ How Long at \_\_\_\_\_  
Apt Community \_\_\_\_\_ this Address \_\_\_\_\_ Amt of Rent \$ \_\_\_\_\_

Landlord: \_\_\_\_\_ Proper Notice to Vacate Given:  Yes  No  
Landlord's Telephone # \_\_\_\_\_ All rent payments current:  Yes  No

Employer _____	Address _____	Telephone # _____
Position _____		
Supervisor _____	Date Started _____	Monthly Income \$ _____
		Monthly Expenses \$ _____
Other Monthly Income \$ _____	Source of Other Monthly Income: _____	

**Check all that apply:**

Prior or Current Eviction(s)  Yes  No Broken Rental Agreement  Yes  No  
Declared Bankruptcy  Yes  No Withheld rent from landlord  Yes  No

Been convicted or pleaded "no contest to a felony" (whether or not resulting in a conviction)  Yes  No  
Been convicted or pleaded "no contest to a misdemeanor" (whether or not resulting in a conviction)  Yes  No

Auto Make/Model \_\_\_\_\_ Color \_\_\_\_\_ Year \_\_\_\_\_ Tag \_\_\_\_\_

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

**Emergency Contact:** \_\_\_\_\_ **Telephone #** \_\_\_\_\_

Address: \_\_\_\_\_ City, State and Zip: \_\_\_\_\_

<b>Relation:</b>	Father	Mother
	Sibling	Uncle/Aunt
Other:	_____	

I hereby authorize the property owner, manager and agents to verify all information on this application and conduct a full background check including, but not limited to credit, employment, eviction, rental history and criminal offenses. Authorization is hereby given to contact any persons or companies listed on the application, as well as any persons or companies not listed on the application if relevant for processing. I affirm that all information on this application is true, accurate, complete and correct. If this is not so, my application may be denied and the deposit and application fee forfeited. I understand that false information may constitute a criminal offense under the laws of this state and that my lease will be held in default and I may be subject to eviction. I understand that the application fee of \$45.00 is a nonrefundable fee regardless of whether or not I am approved. I also understand that the **DEPOSIT IS NON REFUNDABLE AFTER NOTIFICATION OF APPROVAL.**

\_\_\_\_\_  
Signature of prospective resident Date

\*\*\*\*\*

App Receipt Date \_\_\_\_\_ Apartment Preferred \_\_\_\_\_

Move in Date \_\_\_\_\_ Deposit \$ \_\_\_\_\_ Rent \$ \_\_\_\_\_

## Statement of Rental Policy

### Baywater Apartments

The resident qualifying criteria, listed below, explains our company policy in regards to standards which must be met in order to reside in one of our communities. It is our sincere intent to offer our residents the best possible community living environment.

Park Pointe Properties does not discriminate against any person based on race, color, religion, sex, sexual orientation, national origin, familial status, or disability. Our goal is to serve your housing needs.

***The following are categories and requirements that any applicant(s) must meet in order to reside in our communities.***

**1. Copy of each applicant's photo I.D. Drivers license, passport, etc.** Anyone who resides in the apartment over the age of 18 must submit an application, pay an application fee and meet the following requirements.

**2. Income Verification:** All applicants must furnish copies of last 2 pay-stubs if paid every 2 weeks OR copies of last 4 pay-stubs if paid weekly OR copy of an "offer of employment" letter from employer (on letterhead stationary), stating begin date and weekly, monthly or annual salary. For applicants on a "set income" such as Social Security, pension, or some other regular monthly payment plan, a letter on letterhead stationary stating monthly income is required.

**3. Income Requirements:** Any application MAY be rejected should verification and/or documentation not be sufficient to support the necessary income requirements. All applicants must show evidence of gross monthly income equal to **three (3) times** the monthly rent. Guarantors may be required when an applicant does not satisfy the income or rental history requirements, however a denied application due to negative criminal background (see Paragraph 8) is not eligible to use a guarantor. Guarantors must show evidence of gross monthly income equal to **five (5) times** the monthly rent. Sources of income include, but are not limited to, the following:

- a. Current employment wages (if self-employed, prior year's tax forms must be provided)
- b. Future employment wages with proper documentation from future employer or unemployment benefits
- c. Interest payments received from savings account, money markets, C.D.'s, regular trust fund documentation, etc.
- d. Social Security benefits, documented child support and alimony payments

**4. Present & Past Credit Report:** Any application MAY be rejected for any one or more of the following: *The absence of credit will not adversely affect the applicant for the purpose of acceptance.*

- a. Any judgment not remedied
- b. And credit obligations which are three months or more delinquent
- c. Any personal pending bankruptcy
- d. Any foreclosure of real estate
- e. Any repossession of material or personal property
- f. Any suit not remedied or pending

**5. Present & Past Rental History:** Any application MAY be rejected for any one or more of the following:

- a. Any history of having broken a lease ("skipped") without consent of landlord
- b. Any eviction from previous housing or any filed eviction
- c. Any instance whereby the previous landlord filed for summary ejection/eviction, detainer warrant or judgment for monies owed
- d. Any late payment of rent within a 12 month period from current or past housing
- e. Any landlord reference wherein previous or present management indicates that the applicant was destructive to the apartment or surrounding public areas. This includes destruction/disruptive behavior by any household member and/or guests of the applicant

**6. Age of Resident:** All residents must be an "adult" as defined by the law of the state where the dwelling is located. All applicants 18 years and older must be listed as a leaseholder and sign the lease agreement.

**7. Occupancy limits:** Maximum of two (2) people per bedroom. An infant up to 18 months will not be included in determining occupancy.

**8. Criminal Background:** Criminal background checks are conducted on all applicant(s). Any application MAY be rejected for any one or more of the following:

- a. Any felony conviction for any offense against a person or property within the past ten (10) years or conviction of sexual offense regardless of date, nature or criminal classification will be declined.
- b. Applicant with conviction of a crime or criminal history, regardless of the criminal classification that would adversely affect the health, safety, or welfare of themselves, other residents, or the viability of the community, within the sole discretion of management, may be declined.

- c. Applicant agrees that the lease shall be terminated in the event the applicant / resident, after moving onto the property is involved in a felony offense involving possession, manufacture or sale of illegal substances, delivery of a controlled substance, sexual offense or actual or potential physical harm to a person.

**9. Acknowledgement:**

- a. The application fee is non-refundable.
- b. Falsification of the information will result in denial of residency.
- c. Please note that the rental criteria are current guidelines. There may be residents and occupants residing at the community prior to a current criteria going into effect. Our ability to verify whether these requirements have been met is limited to the information available at the time the application is processed as verified by the tenant screening, credit bureau, and criminal background agencies employed.
- d. Once notified of approval, applicant has 24 hours to pay security deposit and administration fee in order to hold the apartment until move-in. Security deposit and administration are NON-REFUNDABLE if applicant refuses to take possession of apartment by agreed upon move in date.

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

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

**RENTAL INSURANCE REQUIRED**



**BAYWATER APARTMENTS**

**RENTAL VERIFICATION FORM**

(If you own your home you do not need to complete this)

**APPLICANT PLEASE COMPLETE TOP AREAS ONLY**

PROPERTY/LANDLORD NAME: \_\_\_\_\_

PROPERTY/LANDLORD CONTACT NAME: \_\_\_\_\_

PROPERTY/LANDLORD CONTACT PHONE NUMBER: \_\_\_\_\_

FAX NUMBER: \_\_\_\_\_ EMAIL ADDRESS: \_\_\_\_\_

Resident Name: \_\_\_\_\_

(Please note if someone else named as the "Lease Holder")

Resident Name: \_\_\_\_\_

(Please note if someone else named as the "Lease Holder")

Rental Address: \_\_\_\_\_

Baywater Apartments, through its designated agent's and its employees have my permission to contact current and previous landlord(s) to verify residency.

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

**INFORMATION BELOW MUST BE FILLED OUT BY PREVIOUS LANDLORD**

*Please circle your choices.*

Move-In Date: \_\_\_\_\_ Move Out Date: \_\_\_\_\_

Description: Skip Eviction Early Termination Proper Notice

Rental Amount: \_\_\_\_\_ Did rent include utilities: \_\_\_\_\_

Was Rent Late?  Yes  No (If "Yes" how many times? \_\_\_\_\_)

Any NSF Checks?  Yes  No (If "Yes" how many NSF? \_\_\_\_\_)

Does this resident have an outstanding balance?  Yes  No (If "Yes" amount: \_\_\_\_\_)

Does the resident keep an animal on premise?

If yes has the animal caused any nuisance or been a problem?

Had the resident ever had bedbugs or pest infestation in the home?

If yes, what type of pest infestation?

Has this infestation been eradicated?

Has an eviction ever been filed against them?  Yes  No

Would you rent to this resident again?  Yes  No If "No", please tell us

why: \_\_\_\_\_

Did they fulfill the entire lease?  Yes  No

Was proper notice given?  Yes  No

Comments: \_\_\_\_\_

Verification Completed by: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_