

Venetia Gardens Condominium Association Inc.

DADE PROPERTY SCREENING SERVICES,
INC Background and tenant screening

NON- REFUNDABLE SCREENING FEES

MONEY ORDER ONLY PAYABLE TO:
DADE PROPERTY SCREENING SERVICES, INC

NAME OF APPLICANT (S)

APPLICANT (S) E-MAIL ADDRESS:

ADDRESS OF PROPERTY APPLYING FOR _____ UNIT# _____

- 1) PLEASE BRING A COPY OF **YOUR LICENSE and REGISTRATION OF EACH CAR THAT WILL PARKED ON PREMISES.**
- 2) **A MONEY ORDER IN THE AMOUNT OF \$125.00 PER OCCUPANT OVER THE AGE OF 18.**
- 3) EACH OCCUPANT OVER 18 YRS. OLD THAT HAS LIVED IN DADE COUNTY MUST OBTAIN A COPY OF A MIAMI-DADE COUNTY POLICE REPORT. THE COST IS AN ADDITIONAL \$25.00 PER ADULT, MADE PAYABLE TO **DADE PROPERTY SCREENING SERVICES, INC.** YOU CAN ALSO OBTAIN A COPY AT THE POLICE STATION.
- 4) **A COPY OF A SIGNED PURCHASE OR LEASE AGREEMENT/ CONTRACT.**
- 5) **COMPLETE AND FULLY FILLED APPLICATION.**

OR

****IF YOU HAVE LIVED IN DADE COUNTY FOR LESS THAN 1 YEAR OR CURRENTLY RESIDE OUTSIDE DADE COUNTY, AN ADDITIONAL \$25.00 SHOULD BE ADDED FOR DADE PROPERTY SCREENING SERVICES, INC TO RUN A NATIONAL OR INTERNATIONAL CRIMINAL REPORT. **IF YOU HAVE ANY TYPE OF POLICE RECORD YOU WILL BE DENIED NO MATTER HOW OLD THE RECORD IS.**

The screening process takes an average of 10-15 BUSINESS days.

The process involves sending your application to Dade Property Screening Services, Inc to conduct the background screening of each applicant. The report is then sent back to the Property Management which will then forward it to the Board of Directors for their decision. **PLEASE BE AWARE THAT YOU MUST HAVE A CREDIT FICO SCORE OF OVER 590 POINTS IF ITS BELOW YOUR APPLICATION WILL BE DENIED.**

Once the report is reviewed and a determination is made it is brought back to the Property Management Office you will be called and advised of the decision, if approved, the applicants must come in to the Property and personally go over the rules and regulations of the community.

I HAVE READ AND UNDERSTAND THAT NO MATTER THAT THE DETERMINATION OF THE BOARD IS OR IF I DECIDE TO CHANGE MY MIND AFTER SUBMITTING THE APPLICATION, THE FEE IS NON-REFUNDABLE.

SIGNATURE _____

DATE _____

SIGNATURE _____

DATE _____

AUTHORIZATION FOR RELEASE
OF BANKING, RESIDENCE, EMPLOYMENT,
CREDIT AND POLICE INFORMATION

I/we _____

Hereby authorize the release of information to the Credit Agency and their Attorneys or Representatives, and Dade Property Screening Services Inc. as Agent, concerning My banking, credit, residence, employment or police records to reference to the application for Housing with the Condominium/Home owners Association mentioned in the attached Application for Lease or Purchase and in the Application for Approval.

I/we understand that the Board of Directors of the Condominium/Home Owners Association may cause it be instituted such an investigation of my background as the Board may deem necessary. Accordingly, I specifically authorize the Board of Directors of the Condominium/Home Owners Association, and Dade Property Screening Services, Inc. as Agent, to make such investigation and agree that the information contained in the attached applications may be used in such investigation.

Furthermore, I/we release the Board of Directors and Officers if the Condominium/Home Owners Association, and Dade Property Screening Services, Inc as Agent (to include: employees, officers, directors, brokers, agents, and representative of the foregoing) and all persons and firm providing or receiving information in this report, from any and all claims or liability which might arise from the release, transmission, assembly, interpretation of information, denial or application or other adverse action.

I/we are also authorizing Dade Property Screening Services, Inc to furnish the Lessor with a copy of the Credit and Police Reports and any other information pertinent of this agreement.

Signature of Applicant.

Date.

Signature of Co-Applicant

Date

Community Name _____ Property Address _____ Unit # _____

Name of Owner _____ Owners Phone # _____

APPLICATION for APPROVAL

Applicant Name _____ Cell/Home Phone _____

SSN _____ Last First Middle DOB _____ Work Phone _____
Social Security Date of Birth

Co. Applicants Name _____ Cell/Home Phone _____
Last First Middle

Is Co. Applicant Spouse Yes ___ No ___ Relation to Applicant _____
Work Phone _____

SSN _____ DOB _____ Driver's License _____
Social Security Date of Birth Driver's License

Number of Purposed Occupants _____ Names of Other Occupants other than Applicant & Co-Applicant

Name _____ Age _____ DOB _____
Last First Middle Date of Birth
Name _____ Age _____ DOB _____
Last First Middle Date of Birth
Name _____ Age _____ DOB _____
Last First Middle Date of Birth

Residence (Where you are living now)

Current _____ From _____ To _____
Street Address Apt# City State Zip Month/Year Month/Year
Full Name of Landlord or Mortgage Company _____ Phone # _____

Employment

Applicant's Current Employer _____ Phone# _____

Job Position _____ Employer's Address _____
Street Address City State Zip
From _____ To _____ Monthly Salary _____

Co Applicants Current Employer _____ Phone # _____

Job Position _____ Employer's Address _____
Street Address City State Zip
From _____ To _____ Monthly Salary _____

Banking

Account# _____

Bank Name _____

Address _____

Circle one: Savings or Checking

Phone *U* _____

Street Address _____ City _____ State _____ Zip _____

Emergency Contact:

Full Name _____ Phone# _____

Address _____ Relationship _____

Character References (Must not be family)

Full Name _____ Home/Cell Phone *H* _____

Relationship _____ Work Phone# _____

Full Name _____ Home/Cell Phone# _____

Relationship _____ Work Phone *ti* _____

Do you have any pets? Yes, _____ No _____ Number, Description, Weight _____

List ALL VEHICLES to be parked on the premises _____

Make	Mod	Year	License Number

OCCUPANT(S) DISCLOSURE AND RELEASE

The information on this application is true and correct I hereby authorize _____ herein referred to as the Association, its Board of Directors and/or Dade Property Screening Services, Inc and their agents to verify all information in connection with this application. I understand and authorize Dade Property Screening Services Inc. and it's agents to conduct and in depth back ground check that may include verifying Character references , criminal records, etc. from federal, state and other agencies which maintain such records. Rental Verifications (Cancelled Rental Checks for the last 3 month may be requested). Employment and Salary verification (Paycheck stubs may be requested as proof of employment and ability to meet rental obligations), any and al l public records, credit data, bankruptcy proceedings and evictions. I hereby authorize Dade Property Screening Services, Inc. and it's agent's procurement of my Consumer Credit Report(s) if approved as an occupant. This authorization shall remain on file and shall serve as an ongoing authorization for procurement of above reports at any time.

I also understand this information may be shared with the association, it s agent (Dade Property Screening Services, Inc.) and/or Landlord. I understand that the association will make the final determination as to the approval of my application in relation to occupancy within this community.

Date

Applicant Signature

Date

Co Applicant Signature