



## cAPOLLO REALTY, INC RENTAL APPLICATION

1485 N. Atlantic Ave, Ste. 105, Cocoa Beach, FL 32931~ Office: 321-784-9602~ Fax: 321-784-7634~  
ApolloRealty321@gmail.com

**Address Applying For:** \_\_\_\_\_  
**Desired Move In Date:** \_\_\_\_\_ **Desired length of Lease** \_\_\_\_\_

### Application Process:

Please fill out the cApollo Realty, Inc Application clearly and completely. Incomplete information can delay the process of your application. The application is PRELIMINARY only and does not obligate the Landlord or Landlord’s Agent to execute a Rental Agreement or deliver possession of the premises. If not approved, the initial deposit is refunded to you. Application fee(s) are non-refundable. If you are approved for a rental agreement and fail to enter into said rental agreement, **YOUR FULL SECURITY DEPOSIT WILL BE FORFEITED.** All Security Deposits are held at Space Coast Credit Union in a non-interest-bearing account.

### Approval Process:

- References are contacted as needed- if you are aware of any potential problems or concerns, please put into writing the details of said situation to help us understand the circumstances.
- **\*\*Application fee(s)** are for processing of your application. Approval generally takes 1 to 2 business days after receipt of the application, we will contact you if there are any unusual conditions that could affect the processing of your application. **\*BE SURE TO UNFREEZE YOUR CREDIT OR ADDITIONAL APPLICATION FEES MAY APPLY**
- **Credit Score-** If not acceptable, you may still be approved with additional rents, last month’s rent, and/or additional security deposit put on account. Once approved and you have had the opportunity to view a copy of the lease, you must have the full security deposit put on account within 48 hours. Once the security deposit is received in full, this will take the property off the market during the processing of the lease. If this is not received and no other arrangements have been made then the property will be placed back on the market.
- *cApollo Realty, Inc reserves the right to require a higher security deposit and/or prepaid rent.*
- **Short Term Tax-** All rentals 6 months or less are subject to the 12% Florida hotel and resort tax. This is a 5% Resort County Tax plus 7% State Sales Tax.

After approval and the full security deposit has been received, we will coordinate for the signing of the appropriate lease, addendums, etc. If you fail to enter into a Lease Agreement, your deposit will be forfeited.

Other fees that may prevail include:

- **Departure Cleaning Fee**
- **Pet Fee-** A pet fee is required if you have a pet. All pet fees are non-refundable and determined by size and number of pets. A Pet Addendum is required and you may be required to pay pet liability insurance.

### **Required Fees & Documents to be submitted with completed application:**

**Please Note, Application Fee & Partial Deposit are separate fees and should be submitted as such**

- (1) \$85.00 application fee **per person** (Separate Cash, Money Order or Cashier Check only, NO Credit Cards OR Personal Checks)
- (2) \$100.00 Deposit upon application (Separate Cash, Money Order or Cashier Check only, NO Credit Cards OR Personal Checks)\*(See disclosures- Pg. 4)
- (3) \$500.00 Deposit upon application FOR SHORT TERM RENTALS UNDER 6 MONTHS: (Separate Cash, Money Order or Cashier Check only, NO Credit Cards OR Personal Checks) \*(See disclosures)
- (4) Clear copy(s) of applicant(s) driver's license(s), passport or valid photo ID
- (5) If applicable, pet(s) photo(s) and vaccine records. \*(See Pg. 3 on pets)

\_\_\_\_\_

REVISED 9/1/22

**Applicant(s) Initial** acknowledging you have read through the application process and required fees

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Agency Disclosure: Tenant is, by this document, given notice that cApollo Realty, Inc., is the agent and representative of the landlord and is paid by the landlord. The tenant acknowledges that the written notice was received prior to the undersigned receiving a contractual offer or lease agreement.

Applicant

Name: \_\_\_\_\_ SSN# \_\_\_\_\_ Phone #: \_\_\_\_\_

Drivers License # \_\_\_\_\_ State: \_\_\_\_\_ Applicant Email: \_\_\_\_\_

Current Address: \_\_\_\_\_ City/State/Zip \_\_\_\_\_ DOB: \_\_/\_\_/\_\_

Landlord's Name: \_\_\_\_\_ Email: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

Length of Time: \_\_\_\_\_ Monthly Rent Amt: \_\_\_\_\_ Landlords Phone #: \_\_\_\_\_

In Case Of Emergency Contact: \_\_\_\_\_ Relation: \_\_\_\_\_ Phone # \_\_\_\_\_

- 1. Have you ever received a 3-day notice to Vacate? \_\_\_\_\_
2. Have you ever been Served with Eviction Papers? \_\_\_\_\_
3. Have you ever Filed for Bankruptcy? \_\_\_\_\_
4. Have you ever been charged with or convicted of a felony? YES / NO If YES, When: \_\_\_\_\_
Why: \_\_\_\_\_

Current Employer: \_\_\_\_\_ Email: \_\_\_\_\_
Length of Time Employed: \_\_\_\_\_ Occupation: \_\_\_\_\_
Name of Supervisor: \_\_\_\_\_ Telephone: \_\_\_\_\_
Monthly Income: \_\_\_\_\_

If at current place of employment less than 2 years:

Previous Employer: \_\_\_\_\_ Email: \_\_\_\_\_
Length of Time Employed: \_\_\_\_\_ Occupation: \_\_\_\_\_
Name of Supervisor: \_\_\_\_\_ Telephone: \_\_\_\_\_
Monthly Income: \_\_\_\_\_

Co-Applicant

Name: \_\_\_\_\_ SSN# \_\_\_\_\_ Phone #: \_\_\_\_\_

Drivers License # \_\_\_\_\_ State: \_\_\_\_\_ Co-Applicant Email: \_\_\_\_\_

Current Address: \_\_\_\_\_ City/State/Zip \_\_\_\_\_ DOB: \_\_/\_\_/\_\_

Landlord's Name: \_\_\_\_\_ Email: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

Length of Time: \_\_\_\_\_ Monthly Rent Amt: \_\_\_\_\_ Landlords Phone #: \_\_\_\_\_

\_\_\_\_\_

Applicant(s) Initial acknowledging you have read through the application process and required fees

**Co-Applicant (Continued)**

In Case Of Emergency Contact: \_\_\_\_\_ Relation: \_\_\_\_\_ Phone # \_\_\_\_\_

1. Have you ever received a 3-day notice to Vacate? \_\_\_\_\_
2. Have you ever been Served with Eviction Papers? \_\_\_\_\_
3. Have you ever Filed for Bankruptcy? \_\_\_\_\_
4. Have you ever been charged with or convicted of a felony? YES / NO If YES, When: \_\_\_\_\_  
Why: \_\_\_\_\_

Current Employer: \_\_\_\_\_ Email: \_\_\_\_\_  
 Length of Time Employed: \_\_\_\_\_ Occupation: \_\_\_\_\_  
 Name of Supervisor: \_\_\_\_\_ Telephone: \_\_\_\_\_  
 Monthly Income: \_\_\_\_\_

*If at current place of employment less than 2 years:*

Previous Employer: \_\_\_\_\_ Email: \_\_\_\_\_  
 Length of Time Employed: \_\_\_\_\_ Occupation: \_\_\_\_\_  
 Name of Supervisor: \_\_\_\_\_ Telephone: \_\_\_\_\_  
 Monthly Income: \_\_\_\_\_

**Other Residents, Pet(s), & Vehicle Information**

Please List Other Resident(s) (under the age of 18 years old):

- |          |          |
|----------|----------|
| 1. _____ | 3. _____ |
| 2. _____ | 4. _____ |

**Describe any animals that are going to be living at the property**

\*ALL animals MUST be listed including service and emotional support animals.

When submitting this application you must include current shot/vet record(s), Brevard Co. Registration and photo(s) of the animal(s).

*(The presence of service or emotional support animals will not affect consideration of your application):*

Animal Name: \_\_\_\_\_ Breed: \_\_\_\_\_ Weight: \_\_\_\_\_ Service Animal: Y / N  
 Animal Name: \_\_\_\_\_ Breed: \_\_\_\_\_ Weight: \_\_\_\_\_ Service Animal: Y / N

A Person who knowingly and willfully misrepresents her/himself, through conduct or verbal or written notice, as using a service animal or ESA is punishable by law as provided in s.775.082 or s.775.083 & FL Statue 413.08

<u>Vehicles to be Parked On Property:</u>	<u>Make/Model</u>	<u>Year</u>	<u>Tag#</u>	<u>State</u>	<u>Color</u>
Applicant:	_____	_____	_____	_____	_____
Co-Applicant:	_____	_____	_____	_____	_____
Other:	_____	_____	_____	_____	_____
Other:	_____	_____	_____	_____	_____

**Applicant(s) Initial** *acknowledging you have read through the application process and required fees*

cAPOLLO REALTY, INC RENTAL APPLICATION

**DISCLOSURES**

**\*APPLICATION DEPOSIT AGREEMENT:**

Applicant/Co-Applicant has deposited an "application deposit" which removes the property from the market while considering approval of this application. Should Applicant/Co-Applicant be approved, but fail to enter into the rental agreement, the **DEPOSIT WILL BE FORFEITED WITHOUT CLAIM.**

This application is **PRELIMINARY** only and does not obligate the Landlord or Landlord's Agent to execute a Rental Agreement or deliver possession of the premises. Keys will be furnished only after all funds have been received and all required paperwork is signed.

**FUNDS:**

The initial deposit will be returned via business check to the current address provided if the application is disapproved. If approved, the full security deposit must be turned in to the office within 48 hours of approval. All funds must be received 10 days prior to move in date or be certified funds (cash, cashier's check or money order) at the time of lease signing/key pick up. If you fail to enter the rental agreement, the full security deposit will be forfeited.

**Signature of Applicant:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Signature of Co-Applicant:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**RETURN YOUR COMPLETED APPLICATION TO:**

**cApollo Realty, Inc  
1485 N. Atlantic Ave., Ste. 105  
Cocoa Beach, FL 32931  
(321)784-9602**

**Real Estate Agent Information:**

*If information is not filled out completely, cApollo Realty, Inc cannot ensure timely payment of co-brokers.*

**Company:** \_\_\_\_\_ **Agent Name:** \_\_\_\_\_

**Office Phone:** \_\_\_\_\_

**\*Office Address:** \_\_\_\_\_

**(Please attach a business card)**

**Authorization:**

I/We certify that the information on this application is correct and I understand that this application may be revoked if any information is found to be incorrect. I/We authorize you to contact any reference(s) listed on this application and give you permission to order a credit report and criminal background check. If there are any additional charges to include employment verification, it will be at the expense of the applicant(s).

**Signature of Applicant:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Signature of Co-Applicant:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Applicant(s) Initial** *acknowledging you have read through the application process and required fees*