

## APPLICATION FOR RESIDENCY

Please complete and sign the form.

Call 407-339-2233 if you have any questions.

**The application fee and holding deposit must accompany the application.**

You may fax the signed form to:

407-339-2238 or mail to:

R. Russell Properties, Inc.  
100 Crown Oak Centre Drive

Longwood, FL 32750

Phone: 407-339-2233

Fax: 407-339-2238

Web [www.russellproperties.com](http://www.russellproperties.com)

Your application may also be E-mailed to us at:

[Apply@RussellProperties.com](mailto:Apply@RussellProperties.com)

**Applicant's Legal Name:** \_\_\_\_\_  
First Middle Last

Date of Birth: \_\_\_\_\_ Phone Numbers: \_\_\_\_\_

Email: \_\_\_\_\_

SSN: \_\_\_\_\_ D/L Number: \_\_\_\_\_

Present Street Address: \_\_\_\_\_ Apt. No. \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Rental Amount: \$ \_\_\_\_\_ Reference (Landlord): \_\_\_\_\_

Landlord Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Reason for Moving: \_\_\_\_\_

Previous Address: \_\_\_\_\_ Apt. No. \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Rental Amount: \$ \_\_\_\_\_ Reference (Landlord): \_\_\_\_\_

Landlord Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Reason for Moving: \_\_\_\_\_

Have You or Co Ever Been Evicted? \_\_\_\_\_ Broken a Lease? \_\_\_\_\_

Explanation: \_\_\_\_\_

List All **OTHER** Persons to Be Occupying Property:

Name: \_\_\_\_\_ Age: \_\_\_\_\_ Relationship: \_\_\_\_\_

Name: \_\_\_\_\_ Age: \_\_\_\_\_ Relationship: \_\_\_\_\_

**EMPLOYMENT:**

Applicant's **Present Employer:** \_\_\_\_\_ Position: \_\_\_\_\_

Business Address: \_\_\_\_\_ Phone: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Supervisor: \_\_\_\_\_ Employed Since: \_\_\_\_\_ Gross Monthly Salary: \_\_\_\_\_

**Other Employer:** \_\_\_\_\_ Position: \_\_\_\_\_

Business Address: \_\_\_\_\_ Phone: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Supervisor: \_\_\_\_\_ Employed Since: \_\_\_\_\_ Gross Monthly Salary: \_\_\_\_\_

**Additional Income (If Any):** \_\_\_\_\_ Source: \_\_\_\_\_

**VEHICLES REGISTERED TO YOU:**

Make and Year: \_\_\_\_\_ Color: \_\_\_\_\_ License and State: \_\_\_\_\_

Make and Year: \_\_\_\_\_ Color: \_\_\_\_\_ License and State: \_\_\_\_\_

**PETS:**

Do you own any pets? \_\_\_\_\_ If so, how many? \_\_\_\_\_ Kind: \_\_\_\_\_ Breed: \_\_\_\_\_

Weight: \_\_\_\_\_ Age: \_\_\_\_\_ Color: \_\_\_\_\_ Belongs to Applicant/Co-Applicant/Both: \_\_\_\_\_

Pet Reference: \_\_\_\_\_ Phone: \_\_\_\_\_

**Include photo of pet with application. (Show pet standing)**

**EMERGENCY CONTACTS:**

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

## APPLICATION DEPOSIT AGREEMENT

Applicant is applying for residency and has tendered a non-refundable application fee of \$ \_\_\_\_\_. This application fee is a separate check or Money Order/Cashier Check made out to Russell Properties.

Applicant has deposited the sum of \$ \_\_\_\_\_ as Security Deposit in the form of \*Money Order or \*Cashier's check. \*(made out in both: Your Name OR Russell Properties). Upon approval, the applicant agrees to execute the Landlord's lease agreement before possession of residence is given and to pay any balance of rent and or deposits due. **Failure to sign and execute the rental agreement after notice of approval will result in forfeiture of all monies.**

This application is preliminary only and does not oblige Owner or Owner's Agent to execute a rental agreement or deliver possession of the property applied for until satisfactory requirements by Russell Properties are met.

Property Address: \_\_\_\_\_ Application Fee: \$55.00

Administrative Fee: \$150.00 Security Deposit: \_\_\_\_\_ (cashier's check or money order) Balance Due: \_\_\_\_\_

Monthly Rent: \_\_\_\_\_ Payable Starting: \_\_\_\_\_ Date of Occupancy: \_\_\_\_\_

Beginning Date of Rental Agreement: \_\_\_\_\_ Ending Date of Rental Agreement: \_\_\_\_\_

Utilities Paid By Owner: \_\_\_\_\_ Pet Fee: \_\_\_\_\_

The undersigned agrees to the above stated terms and warrants and represents the information on this rental application to be true and correct and further authorizes all persons or parties named to give any information requested by R. Russell Properties, Inc. in connection to this application including any credit and public background checks. The undersigned hereby waives all right of action for any consequence resulting from such information provided to R. Russell Properties, Inc. Applicant understands that false information given herein may constitute grounds for rejection of this application and forfeiture of any and all deposits.

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

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

Accepted By: \_\_\_\_\_ Date: \_\_\_\_\_

**Note: Please see next page for additional authorization signatures: MUST be signed and returned with application.**

