



Thrivewell Properties, LLC Pre-Application Information & Disclosures

Thrivewell Properties, LLC will assist all applicants without regard to race, color, creed, sex, disability, religion, national origin, familial status, marital status, sexual orientation/status, citizen/immigration status, or source of income.

1. A separate application is required for **each applicant** over the age of eighteen (excluding dependent children) who intends to reside in the property. This guarantees our compliance with federal, state and local Fair Housing laws.
2. A \$35.00 application fee (paid by credit card) is required from each adult applicant over the age of eighteen (excluding dependent children) who will reside in the property. This application fee is non-refundable; however, if your application is NOT processed, the application fee will be refunded. **Note: The amount of rent for this property is nonnegotiable.** Any individual who agrees to co-sign but will not reside in the property, or any entity which agrees to pay part of the monthly rent, must first agree in writing to the advertised rent before any applications will be processed.
3. Applicants **must** view the inside of the property in person or by video walk-thru before their application will be processed. We are not responsible for making sure you get a video walk-through. If the house is vacant, you must have someone you know walk you through it. We are not trying to be difficult. We need to make sure you like the property and its location.
4. We require **all** applicants to register at Pet Screening, Inc., a third-party pet screening and assistance animal validation provider. There is no charge unless you have a pet. There is a \$30 charge/pet to register (the amount is subject to change, as this is a third-party). Use this link to register: <https://thrivewellproperties.petscreening.com>
Note: We do not accept vicious or attack-trained dogs. Pets, if they are cats and/or dogs should be neutered or spayed. No snakes or other reptiles and no birds!
 - a. Applicants who do not have pets will be asked to affirm that they understand our pet policies.
 - b. Applicants with pets will provide profiles of their pets, which we use to qualify them for occupancy. The pets' age, breed, sex, current licensing, shots and photos will be a part of each pet's profile. Applicants will have access to these profiles for one year (unless renewed) and can share this centralized pet information with whomever they wish, including veterinarians, pet groomers, dog walkers, pet friendly hotels, etc.
 - c. Applicants requesting a special accommodation for an assistance animal will be asked to substantiate their need for the animal. We do not accept documentation from online companies that simply charge a fee to issue paperwork, but do not actually evaluate the need for an emotional support animal. **Note: It is against the law to intentionally misrepresent a need for an assistance animal under Michigan Law (MCL 750.502c) and you may be prosecuted for such misrepresentation.**
5. We require all tenants to carry renters' insurance and name 'Thrivewell Properties, LLC' as an interested party or additional insured on their policy.
6. Applicants are **not** accepted on a "first-come, first-served" basis, but on a best-qualified basis.
7. A lead-based paint disclosure form, any related reports and a link to the EPA pamphlet "Protect Your Family From Lead in Your Home" be made available when renting or selling houses constructed before 1978. This pamphlet may be read or downloaded online at: <http://bit.ly/2U72YVi>
8. Thrivewell Properties, LLC will pull a credit report (which includes eviction and bankruptcy reports, SSN verification, employer verification, sex offender, criminal, and terrorist watch list reports and FICO score) on every applicant. We will also contact your current and past landlords, as well as current and past employers to verify the information provided on your application.
9. Bad credit will disqualify you unless there are extenuating circumstances. Generally, we are looking for 700+ FICO credit scores. If you have credit problems, a letter of explanation along with access to your previous 12 months of certified bank statements may help to qualify you. We don't want to get anyone overextended.

10. Adverse credit or lack of credit will not be used to qualify applicants seeking to rent with a housing subsidy. A review of rent-subsidized applicants' bank statements for the previous 12 months will be used to determine if these applicants have the financial ability to pay their portion of the rent each month.
11. Income Verification: Please provide copies of your pay stubs for the previous 90 days or access to your certified bank statements for the previous 12 months. If you are self-employed, you will be required to verify your income with copies of tax returns, 1099s and/or other relevant data. If you have other income you would like us to consider in qualifying your application (such as Social Security benefits, retirement or pension benefits, alimony or child support, disability payments, savings & investment income, public housing assistance, etc.), please provide verification of such other income.
12. Any false statements or deliberate misrepresentation of facts will automatically disqualify the application.
13. No smoking or vaping of any substance is allowed in any of our properties (including the garage). Growing, cultivation, smoking, cooking, raising or dispensing of marijuana is strictly prohibited.
14. Applicants must not have a felony record that was adjudicated guilty or had adjudication withheld for the past five (5) years; however, time limits are waived for **anyone found on a terrorist watch list or anyone with a felony conviction for any crimes related to homicide, stalking, sex offenses requiring registration, and/or manufacturing and/or distribution of a controlled substance**. These will be grounds for denial. We will assess applicants' criminal history on an individual basis. Our goal is to treat all applicants fairly and ensure they have equal opportunities for housing.
15. If you are accepted for Tenancy, a payment in the amount of one and a half times the monthly rent (in a cashier's check) is due when contracts are signed. We will also require a copy of your current driver's license (or other government-issued photo ID) and one other form of ID. If you have pets and they are approved, there is a one-time non-refundable pet registration fee of \$175.00 and an additional "pet rent" of \$30.00 per month, per pet. Puppies and kittens under 1 year are not allowed.
16. Crates are required for dogs when maintenance/service contractors are present.
17. Properties will continue to be shown and applications accepted until a rental contract is signed and an amount equal to one and a half times the monthly rent has been received; however, a special accommodation may be made for the portion of rent due from a source providing a rent subsidy to an otherwise acceptable applicant.
18. If your application is denied, we will send an adverse action letter to the email address on your application listing the reason(s) for denial. If your denial was based totally or partially upon a credit report we obtained, we will include a phone number which will allow you to obtain a free copy of that report. We will also include a phone number to call if you have any questions about your report or to dispute inaccurate information. We will not email you a copy of your credit report to protect you against fraud and/or identity theft.
19. **Incomplete applications will not be processed.** Please fill in all spaces and answer all questions as fully as possible.

*Thrivewell Properties, LLC believes that our tenants are our greatest assets. We have rented homes to tenants since 2020. We offer well-maintained houses for long-term occupancy to people who wish to take our houses and make them their homes. Our typical tenants rent for multiple years, and we have never had a tenant forced to move because of a foreclosure. **THE ACTUAL RENT FOR THIS PROPERTY IS \$100 HIGHER THAN THE ADVERTISED RENT; HOWEVER, THRIVEWELL PROPERTIES, LLC AGREES TO ACCEPT THE ADVERTISED RENT AMOUNT FROM AN APPLICANT WHO IS WILLING AND ABLE TO TAKE ON THE RESPONSIBILITY OF MAINTAINING THE HOUSE AND GROUNDS AND PAY THE FIRST \$75 OF ANY REPAIRS OR MAINTENANCE NEEDED IN ANY GIVEN MONTH. IF WHAT WE OFFER APPEALS TO YOU AND YOU MEET OUR QUALIFYING CRITERIA (LISTED BELOW), WE INVITE YOU TO APPLY TO RENT THIS PROPERTY.***

Our Minimum Qualifying Criteria –

1. Monthly income must be at least twice the amount you pay in monthly rent.
2. **700+ FICO credit score or 12 months of certified bank statements demonstrating your ability to consistently pay rent.**
3. **Stable employment and/or income.**
4. **Positive rental history (and/or mortgage payment history).**

I acknowledge that I have read and understand all of the above.

Applicant's signature

Date

Thrivewell Properties, LLC - Rental Transaction Disclosure & Hold Harmless Agreement

- Thrivewell Properties, LLC is acting as Landlord in this transaction and is leasing or subleasing this property to Tenants. All parties acknowledge and agree that Thrivewell Properties, LLC ("the Company"), is a principal party to this transaction and not an Agent for Tenants or Owners. No leasing and/or management fees will be due Thrivewell Properties, LLC for this transaction.
- Thrivewell Properties, LLC will negotiate on its behalf and will not act as an advocate for any other entity in this transaction.
- Thrivewell Properties, LLC shall disclose to Tenants all adverse material facts about the property actually known by the Company.
- Thrivewell Properties, LLC will assist all applicants without regard to race, color, creed, sex, religion, national origin, familial status, marital status, source of income, handicap, or ancestry.
- Thrivewell Properties, LLC requires, per its policy and procedure manual, that a copy of this disclosure be signed by each applicant and returned to Thrivewell Properties, LLC before any action will be taken to process the application.
- Thrivewell Properties, LLC discloses that applicants will **not** be accepted on "a first-come, first-served basis" and that Thrivewell Properties, LLC shall screen prospective Tenants on a best-qualified basis and on the Company's needs. The Company's screening criteria, as set forth in the Company's policy and procedure manual, is available for inspection by appointment.
- Applicants should **not** tell Thrivewell Properties, LLC any information that they do not want the Company to know because all information received will be used to evaluate applicants.
- Applicants understand that incomplete applications will not be processed and that any false statements or deliberate misrepresentation of facts will automatically disqualify their applications.
- Tenants and Owners shall **not** be vicariously liable for the Company's acts since no agency relationship exists. (*Vicarious liability is a principal's liability for the acts of an agent when the agent is acting within the scope of the agent's employment.*)

I acknowledge that I have read this form, understand its meaning and agree to be bound by it in its entirety. I agree to look solely to Thrivewell Properties, LLC, as acting Landlord of the property, and to hold all other parties harmless should any rental conflict or other problem involving the property offered for rent arise, either now or in the future.

Applicant's Signature

Date

Thrivewell Properties, LLC Rental Application



Property Address: _____

I am applying with the following applicants: _____

How did you hear about this property? _____

PLEASE NOTE: Separate applications are required for each applicant over the age of 18 (excluding dependent children) who will reside at the property. This guarantees our compliance with federal, state and local Fair Housing laws. **Incomplete applications will not be processed.**

THE FOLLOWING TWO OPTIONS* ARE MADE AVAILABLE TO ALL APPLICANTS:

First Option: Applicants desiring to live together as a single housekeeping unit may elect to financially qualify for tenancy as a group, in which case Landlord has the right to immediately terminate the rental contract when any one member of that group vacates the property.

Second Option: Each legal entity may elect to financially qualify for tenancy individually, in which case the occupant may continue to lease the property if one or more of the other parties to the rental contract vacate the property for any reason.

**Note: All applicants desiring to live together must choose the same option*

I elect the first option. I elect the second option. **Desired move-in date?** _____

NOTE: Applicants will **NOT** be accepted on a "first come, first served" basis. Landlord will assist all persons without regard to race, color, creed, sex, religion, national origin, familial status, marital status, source of income, handicap or ancestry.

Please Print or Type

Applicant's full legal name _____ Social Sec. # _____

Other name(s) used within the past 5 yrs _____ Date of birth _____

Home phone _____ Work phone _____ Cell phone _____

Email address _____ Length of desired occupancy? _____

Have you applied for residency or leased from Thrivewell Properties, LLC in the past? _____ If so, when? _____

What is the best way for us to contact you regarding this application? _____

List your last five years residence history & at least your last two addresses

Current address _____ City _____ State _____ Zip _____

Type of property (apartment, duplex/4-plex, townhouse, condo, mobile home, house, etc.) _____

How long at present address? _____ Occupancy dates _____ Monthly Rent or Mortgage _____

Landlord or Mortgage Company _____ Phone _____

Loan # (if applicable) _____ Why are you moving? _____

Former address _____ City _____ State _____ Zip _____

Type of property (apartment, duplex/4-plex, townhouse, condo, mobile home, house, etc.) _____

How long at former address? _____ Occupancy dates _____ Why moved? _____

Former Landlord's Name _____ Phone _____

Former address _____ City _____ State _____ Zip _____

Type of property (apartment, duplex/4-plex, townhouse, condo, mobile home, house, etc.) _____

How long at former address? _____ Occupancy dates _____ Why moved? _____

Former Landlord's Name _____ Phone _____

List all vehicles that will be parked at the property Driver's License # _____ State _____

Vehicle	Make/Model/Year	License No./State
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1. _____

2. _____

3. _____

List your employment history for the last five years (Please include titles or military ranks, etc. Note: If you are self-employed you will be required to substantiate your income with copies of tax returns, 1099s and/or other relevant data.)

Current Employer _____ Dates _____ Phone _____
 Address _____ City _____ State _____ Zip _____
 Position / Job description _____ Monthly gross pay _____
 Mo take-home _____ Superior's name & position _____ Phone _____
 List any additional monthly income you wish to be considered in qualifying your application (child support, SS, etc.) _____

Former Employer _____ Dates _____ Phone _____
 Address _____ City _____ State _____ Zip _____
 Position / Job description _____ Monthly gross pay _____
 Superior's name & position _____ Phone _____

Former Employer _____ Dates _____ Phone _____
 Address _____ City _____ State _____ Zip _____
 Position / Job description _____ Monthly gross pay _____
 Superior's name & position _____ Phone _____

List bank accounts

<u>Bank Name</u>	<u>Account#</u>	<u>Checking/Savings</u>	<u>Approximate Balance</u>
1. _____	_____	_____	_____
2. _____	_____	_____	_____

Credit References - Credit Cards & Loans What are your approximate scheduled monthly payments? _____

<u>Name</u>	<u>Account#</u>	<u>Purpose</u>	<u>\$ Limit</u>	<u>Balance</u>	<u>Mo Payment</u>
1. _____	_____	_____	_____	_____	_____
2. _____	_____	_____	_____	_____	_____

Emergency Contacts – These should be your nearest relatives or close personal friends who you would want contacted and who you grant immediate access and authorization to retrieve any of your mail and possessions in case of an accident or death.

<u>Name</u>	<u>Address/email</u>	<u>Phone</u>	<u>Relationship</u>
1. _____	_____	_____	_____
2. _____	_____	_____	_____

List two personal / professional references (accountant, lawyer, banker, etc.)

<u>Name</u>	<u>Address</u>	<u>City / State / Zip</u>	<u>Phone #</u>
1. _____	_____	_____	_____
2. _____	_____	_____	_____

List all animals that you desire to have live on the premises. REMEMBER - all applicants (even those who do not have animals) must register at <https://thrivewellproperties.petscreening.com>

<u>Animal's Name</u>	<u>Type/Breed/Size</u>	<u>Age</u>	<u>Sex/Neutered/Spayed</u>	<u>Indoor/Outdoor/Both</u>
1. _____	_____	_____	_____	_____
2. _____	_____	_____	_____	_____

Personal Skills: Lawn & garden care Painting Carpentry Plumbing Electrical Mechanical Cleaning

Other _____

Tools You Own: Vacuum Mop Toolbox Mower Trash cans Yard tools Snow shovel Hoses/Sprinklers

Please answer the following questions *(explain your answers on additional page(s) as necessary)*

- 1. Have you ever been served Notice or asked to move from any tenancy in the last 7 years? *If yes, please explain.* Yes No
- 2. Have you ever been evicted in the last 7 years? *If yes, please explain.* Yes No
- 3. Have you ever broken a rental agreement or lease? *If yes, please explain.* Yes No
- 4. Have you ever willfully and intentionally refused to pay rent when due? *If yes, please explain.* Yes No
- 5. Do you know of anything that might interrupt your income or ability to pay rent? *If yes, please explain.* Yes No
- 6. Are there any outstanding judgments against you? *If yes, please explain.* Yes No
- 7. Have you had property foreclosed upon or given title or deed in lieu of foreclosure in the past 7 years? *If yes, explain.* Yes No
- 8. Have you filed a petition of bankruptcy in the past 7 years? *(If yes, please note when and where, if the bankruptcy has been discharged and date of discharge.)* _____ Yes No
- 9. Are you a named party to a lawsuit or unlawful detainer filing? *If yes, please explain.* Yes No
- 10. Have you ever initiated or been the defendant in a lawsuit? *If yes, please explain.* Yes No
- 11. Have you or anyone in your household been convicted of a felony or misdemeanor? in the past 5 years? _____ Yes No
- 12. Rent is due in advance on the last business day of each month. Are you able to fulfill this requirement? Yes No
- 13. Are you obligated to pay child support, alimony or separate maintenance? *(If yes, how much?)* _____ Yes No
- 14. Are you the co-maker or endorser on any lease, loan or mortgage? *If yes, please explain.* Yes No
- 15. Do you plan to conduct any commercial business from the residence? *If yes, please explain.* Yes No
- 16. Have you viewed the inside of the property? Yes No

List any additional info you think will help us process your application *(attach additional pages if necessary)*

Applicant agrees to pay a non-refundable fee of \$35.00 to Thrivewell Properties, LLC for the processing of this application. Mail or deliver all 5 completed forms (including *Credit Card Authorization*) to: PO Box 19851, Kalamazoo, MI 49019, or email to: Info@ThrivewellProperties.com.

Note: All applicants applying to live together in the same property must submit paperwork for all parties before we will begin processing any of the individual applications.

Remember: All applicants must register at PetScreening.com. There is a small charge **only** for pet owners. Please refer to our *Rental Information & Application Instructions* for more information. Use this link: <https://thrivewellproperties.petscreening.com>

Applicant further agrees that if, for any reason, he/she becomes delinquent in rents or other charges, Landlord is hereby authorized to charge applicant’s MasterCard, Visa or AmEx account to collect those delinquent payments. Applicant also agrees that all credit information maintained by Landlord may be given to any credit reporting service and that Landlord will be held harmless. Applicant certifies that the information given in this application is true and correct. **Applicant understands that any false statements or deliberate misrepresentation of facts will automatically disqualify this application and cause any subsequent rental contract to be null and void and of no effect.**

Additionally, “I grant permission to my employer(s), current and former landlords/property managers, to release and/or rental history/information, and to Thrivewell Properties, LLC to check credit reports, criminal records, references (listed or unlisted), and do a housekeeping check, all at any time, I grant permission to receive text messages on my cellphone (check your plan regarding fees), phone, email or mail. I certify that the above information is true and that I am 18 years or older.” This form is not confidential. Payment of the application does not guarantee approval and subsequent signing of a lease. **FINAL APPROVAL INCLUDES A HOUSEKEEPING CHECK OF YOUR CURRENT HOME.** *Birth date and adult status is for identification only.

Applicant's Signature

Date

Authorization to Release Information

I do hereby authorize a review and full disclosure of all records, or any part thereof, concerning myself by/to any authorized personnel of Thrivewell Properties, LLC, its successors and/or assigns. The intention of this authorization is to provide information which will be utilized in connection with a rental application, current lease, former lease, lease renewal and/or collection of funds due Thrivewell Properties, LLC, its successors and/or assigns.

I hereby authorize current and past landlords, current and past employers, financial institutions, personal references, courts of law and any other person/entity to release information regarding my rental, employment, credit and/or criminal history. I agree to indemnify and hold harmless the person to whom this request is presented and his agents and employees from and against all claims, damages, losses and expenses, including reasonable attorneys' fees arising out of or by reason of complying with this request. This authorization shall survive the original application process and be valid during or subsequent to any lease term of a property through Thrivewell Properties, LLC, its successors and/or assigns. A copy of this authorization may be accepted as an original.

Signature

Date

PRINT NAME

Credit Card Authorization

I hereby authorize Thrivewell Properties, LLC to charge \$_____ to my credit card to process the rental application(s) for the property located at:

I understand that Thrivewell Properties, LLC charges a \$35.00 non-refundable processing fee per application and that a separate application is required from each applicant over the age of 18 (excluding dependent children) who desires to reside at the property.

Applications from the following people should be processed using this authorization:

Name as it appears on my credit card:

The billing address for this card is:

Visa MasterCard AmEx

Acct#: _____

Expiration Date: _____

Security Code: _____

Signature

Please print name