



Hoffman Realty, LLC

5612 S Manhattan Avenue, Tampa, Florida 33616-1024

APPLICATION FOR RESIDENCY

PLEASE FILL OUT COMPLETELY - THANK YOU

Initial the bottom of each page, sign the 2nd page and attach the signed Rental Process & Application Disclosure
The Non-Refundable Application Fee is \$99 per Adult Resident (anyone 18 years of age or older)

Applicant does hereby make application for residency of the following Rental Property, under the following terms and on the following Application Date:	
Application Date:	Monthly Rent: \$
Date Lease is to Begin:	Security Deposit(s): \$ OR Double with Credit Issues
Initial Term of Lease (Months):	Non-Refundable Pet Fee: \$ per pet
Rental Property Address:	

Please Tell Us About Yourself

Applicant Last First Middle Maiden			Date of Birth	Social Security #
Email Address:				Driver's License #
Marital Status	Present Phone No. ()	9:00 to 5:00 Contact Phone No.: () Ext.		
Have you ever had an eviction filed against you? Yes No		PETS (Keeping of pets requires a pet deposit and landlord's consent) Breed: Age: Weight:		
Present Address	Street # Street Name Apt. # City State Zip	Own: Rent: _____	Since: / / 20____ Monthly Payment: \$_____	
Landlord Mtg. Co.	Name Address City State Zip	Phone No. ()		
Previous Address	Street # Street Name Apt. # City State Zip	Dates:	Landlord Phone#	
Have you or any occupants ever been arrested for, convicted of, put on probation for, or had adjudication withheld or deferred for a felony offense? Yes: No:		If yes, please explain:		
Have you ever intentionally refused to pay rent when due? Yes: No:		If yes, please explain:		

Please Tell Us About Your Job

Present Employer	Name Business Address City State	Phone No. ()
Position	Supervisor	Monthly Gross Income From To / / / /
Previous Employer	Name Business Address City State	Phone No. ()
Position	Supervisor	Monthly Gross Income From To / / / /

Please Give Us The Following Information

Emergency Contact	Name Street # Street Name Apt. # City State Zip	Phone No. ()
Automobile 1 st Car	Year Make Model Color Tag #	Automobile 2 nd Car Year Make Model Color Tag #
Persons to Occupy Dwelling		
Name		Age
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

How did you find this rental?

Applicants Initials()

APPLICATION FOR RESIDENCY Page 1 of 2

Revision 03/21

Voice: (813) 875 7474 • Fax: (813) 354 9278 • www.HoffmanRealty.com • E-mail: Info@HoffmanRealty.com



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AUTHORIZATION: Applicant represents that all of the statements and representations are true and complete, and hereby, authorizes verification of the above information, references, and credit records. Applicant understands that an investigative consumer report including information about character, credit history, general reputation, personal characteristics, mode of living, and all public record information including criminal records may be made. Applicant agrees that false, misleading, or misrepresented information may result in the application being rejected, will void a lease/rental agreement if any and/or be grounds for immediate eviction with loss of all deposits and any other penalties as provided by the lease terms if any. Applicant authorizes verification of all information by the Landlord and/or Management Company. Applicant has the right to make a written request within a reasonable period of time to receive additional, detailed information about the nature and scope of this investigation.

ASSOCIATION APPROVAL: Where applicable, this application is subject to and contingent upon the applicant(s) being approved by the condominium or homeowners association. The applicant(s) will pay any non-refundable application fee required by the condominium or homeowners association and make an application for association approval within 3 days from verbal and/or written approval of this Application for Residency. Occupancy shall not be permitted before association approval. In the event that the association, Landlord, or Management Company does not approve the applicant(s), any rents and/or security deposits paid will be refunded to the applicant(s). Refunds are subject to applicant(s) funds having cleared our bank account. The non-refundable application fees paid to the association and the Management Company are not refundable under any circumstance.

NON REFUNDABLE APPLICATION FEE: Applicant has paid to Landlord and/or Management company herewith the sum of **\$99.00** per adult applicant as a **NON REFUNDABLE APPLICATION FEE** for costs, expenses, and fees in processing the application.

DEPOSIT AGREEMENT: If the applicant is approved they shall place, within 1 business day of approval, a **"HOLDING DEPOSIT"** equal to one full month's rental fee (by Cashier's Check, Money Order, or Wire) in consideration for taking the dwelling off the market. Applicant understands that the property is still available for rent or lease to another applicant until a **"HOLDING DEPOSIT"** is received by the Management Company and the Landlord and/or Management Company approve the applicant. If the applicant is approved by Landlord and/or Management Company and the lease is entered into and possession of the property is taken the **"HOLDING DEPOSIT" shall be applied toward the security/damage deposit.** If the applicant is approved but fails to enter into the lease after verbal and/or written approval and/or take possession after lease signing, the **FULL "HOLDING DEPOSIT"** shall be forfeited to the Landlord or Management in addition to any penalties as provided in the lease if the lease has been signed by the applicant. The **"HOLDING DEPOSIT"** shall be refunded only if the applicant is not approved. Keys will be furnished only after the lease and other rental documents have been properly executed by all parties, utility accounts have been transferred, where applicable, applicant(s) have been approved by the condominium/homeowners association, and only after applicable rents and security deposits have been paid. This application is preliminary only, in no way implies that a particular rental unit shall be available, and in no way obligates Landlord or Management to execute a lease or deliver possession of the proposed premises.

<p>I HAVE READ AND AGREE TO THE PROVISIONS AS STATED</p> <p>_____ Applicant Signature</p> <p>_____ Date</p>	<p>HOLDING DEPOSIT-RECEIVED \$ _____ (Cashier's Check / Money Order Only)</p> <p>Check Number _____</p>	<p>OFFICE USE ONLY</p> <p>APT. # _____</p> <p>APT. TYPE _____</p> <p>COMMUNITY _____</p> <p>Condo or HoA Restrictions? Yes: ___ No: ___</p> <p>Property Built before 1978? Yes: ___ No: ___</p> <p>LBP Disclosure Signed? Yes: ___ No: ___</p> <p>COPY OF PHOTO I.D. Yes: ___ No: ___</p> <p>Credit: Yes: ___ No: ___</p> <p>Criminal: Yes: ___ No: ___</p> <p>Employer: Yes: ___ No: ___</p> <p>Landlord: Yes: ___ No: ___</p>
	<p>APPLICATION FEE \$ _____ (Cash / Cashier's Check / Money Order Only)</p> <p>Check Number _____</p>	
	<p>NON REFUNDABLE PET FEE \$ _____ (Cashier's Check / Money Order Only)</p> <p>Received with application? Yes: ___ No: ___</p> <p>Check Number (if received) _____</p>	
	<p>FIRST MONTH'S RENT \$ _____ (Cashier's Check / Money Order Only)</p> <p>Received with application? Yes: ___ No: ___</p> <p>Check Number (if received) _____</p>	
	<p>BALANCE OF DEPOSIT DUE \$ _____</p>	
	<p>TOTAL DUE BEFORE MOVE-IN \$ _____</p>	
	<p>RECEIVED BY: _____</p> <p>LEASING AGENT: _____</p> <p>APPROVED BY: _____</p>	

Required Notice of Rental Housing Rights and Resources

Pursuant to Hillsborough County Ordinance 2021-21-7, landlords and other lessors of residential rental property in unincorporated Hillsborough County are required to distribute this notice to persons applying to rent a rental unit. Where no application is required, this Notice must be provided prior to the tenant's occupation of a rental unit.

This notice provides a general overview of rental rights and related resources for tenants in unincorporated Hillsborough County, but is not intended to provide legal advice by either the County or the landlord providing the notice.

TENANTS HAVE RIGHTS

Just as tenants have responsibilities under Florida law and through lease agreements – including paying rent, keeping the unit clean and in working order, and not disturbing the peace, – landlords have certain requirements and restrictions as well, such as providing a clean and safe property by maintaining the major systems and the building structure. Landlords in unincorporated Hillsborough County are also required to provide notice to tenants informing them when a late fee has been incurred.

KNOW THE LAW

Tenants in Florida can have either a written or an oral lease agreement. Because there are more likely to be misunderstandings with an oral lease, if possible, it is recommended that tenants have a written lease agreement with the landlord. Prior to entering into a lease, tenants should review their lease regarding their responsibilities and should also be familiar with Florida's Landlord/Tenant Law in Florida Statute Chapter 83, Part II. The state of Florida provides a free brochure with an overview of Florida's Landlord/Tenant Law that is available at FloridaConsumerHelp.com or by calling **1-800-HELP-FLA (435-7352)** or **1-800-FL-AYUDA (352-9832)** en Español.

ALL RESIDENTIAL RENTALS MUST BE FIT FOR HABITATION

A unit must generally include plumbing and heating that is compliant with all applicable codes, be reasonably free from pests and have fully-functioning and locking doors and windows, among other requirements. Structures in unincorporated Hillsborough County must also meet all applicable building, housing, and health codes. If there is an issue with your unit for which you

are not responsible for in your lease, contact your landlord as set forth in your lease. If your landlord does not address the issue within a reasonable timeframe, you may be able to report it. Certain issues, such as lack of operable sanitary facilities or water or leaking roofs, can be reported to **Hillsborough County Code Enforcement at (813) 274-5545**.

DISCRIMINATION AND RETALIATION ARE ILLEGAL

A landlord may not raise your rent or threaten to evict you because you reported a health or safety violation or filed a fair housing complaint. A landlord cannot treat you differently because of your race, nationality, disability, religion, or sexual orientation, or because you pay your rent with Section 8 vouchers or any other governmental assistance, among other criteria. If you feel you have been discriminated or retaliated against, you can contact the **Equal Opportunity Administrator's Office at (813) 272-6554** or the **Hillsborough County Consumer Protection at (813) 635-8316**.

YOU HAVE THE RIGHT TO CHALLENGE AN EVICTION AND OTHER UNLAWFUL ACTION

A lease does not prevent you from challenging an eviction. If the landlord is violating the lease agreement, you can always seek relief through the courts. If you cannot afford an attorney, you can contact **Bay Area Legal Services at (813) 232-1343** to see if you are eligible for free legal assistance.

FINANCIAL ASSISTANCE

If you face eviction and/or homelessness, financial assistance may be available. There are many local organizations that can help. Contact **Hillsborough County Social Services at (813) 301-7341**.



Required Notice of Rental Housing Rights and Resources

Resources

Discrimination (Race, Color, Gender, Age, National Origin, Religion, Disability, Marital or Familial Status, Sexual Orientation, Gender Identity, or Expression)

Hillsborough County Equal Opportunity Administrator's Office
(813) 272-6554

Persons with Disabilities

Hillsborough County ADA Officer
(813) 276-8401; TTY: 7-1-1

For hearing or speech assistance, call the Florida Relay Service Numbers, (800) 955-8771 (TDD) or (800) 955- 8700(v) or Dial 711

Housing & Rental Financial Assistance

Hillsborough County Social Services
(813) 301-7341

Section 8

Tampa Housing Authority
(813) 341-9101

Eviction Proceedings & Disputes

Hillsborough County Clerk of the Circuit Court
(813) 276-8100 x 7807

Hillsborough County Sheriff's Office Civil Process Section
(813) 242-5200

Complaints, Security Deposit Disputes & Source of Income Discrimination

Hillsborough County Consumer Protection
(813) 635-8316
HCFLGov.net/Consumer

Legal Questions or Problems

Bay Area Legal Services, Inc.
(813) 232-1343

Affirmation of Receipt of Required Notice of Rental Housing Rights and Resources

I/We, _____ [tenant(s)], confirm that I/we have received a Required Notice of Rental Housing Rights and Resources on _____ [date].

Tenant Signature

Landlord Signature

Tenant Name (Printed)

Landlord Name (Printed)

Tenant Signature

Tenant Name (Printed)

This signature page should be retained by the landlord. Please provide a copy of this document to your tenant(s). The Rental Housing Rights and Resources can be found at HCFLGov.net/TenantRights.



Aviso requerido de derechos y recursos de vivienda de alquiler

De conformidad con la Ordenanza 2021-21-7 del Condado de Hillsborough, los propietarios y otros arrendadores de propiedades residenciales de alquiler en el área no incorporada del Condado de Hillsborough deben distribuir este aviso a las personas que soliciten alquilar una unidad de alquiler. Cuando no se requiera una solicitud, este Aviso debe proporcionarse antes de que el inquilino ocupe una unidad de alquiler.

Este aviso proporciona una descripción general de los derechos de alquiler y los recursos relacionados para los inquilinos en el área no incorporada del Condado de Hillsborough, pero no tiene la intención de proporcionar asesoramiento legal ni del condado ni del propietario que proporciona el aviso.

LOS INQUILINOS TIENEN DERECHOS

Así como los inquilinos tienen responsabilidades según la ley de Florida y a través de los contratos de arrendamiento, incluido el pago de la renta, mantener la unidad limpia y en funcionamiento, y no perturbar la paz, los propietarios también tienen ciertos requisitos y restricciones, como proporcionar una propiedad limpia y segura, manteniendo los principales sistemas y la estructura del edificio. Los propietarios en el área no incorporada del Condado de Hillsborough también deben notificar a los inquilinos para informarles cuando se haya incurrido en un cargo por pago atrasado.

CONOZCA LA LEY

Los inquilinos en Florida pueden tener un contrato de arrendamiento escrito u oral. Debido a que es más probable que haya malentendidos con un contrato de arrendamiento oral, si es posible, se recomienda que los inquilinos tengan un contrato de arrendamiento por escrito con el propietario. Antes de celebrar un contrato de arrendamiento, los inquilinos deben revisar su contrato de arrendamiento con respecto a sus responsabilidades y también deben estar familiarizados con la Ley de Propietarios / Inquilinos de Florida en el Capítulo 83, Parte II de los Estatutos de Florida. El estado de Florida ofrece un folleto gratuito con una descripción general de la Ley de propietarios / inquilinos de Florida que está disponible en FloridaConsumerHelp.com o llamando al **1-800-HELP-FLA (435-7352)** o al **1-800-FL-AYUDA (352-9832)** en Español.

TODOS LOS ALQUILERES RESIDENCIALES DEBEN SER ADECUADOS PARA SER HABITADOS

Una unidad generalmente debe incluir plomería y calefacción que cumpla con todos los códigos aplicables, que esté razonablemente libre de plagas y que funcione y cierren completamente las puertas y ventanas, entre otros requisitos. Las estructuras en el área no incorporada del Condado de Hillsborough también deben cumplir con todos los códigos de construcción, vivienda y salud aplicables. Si hay un problema con su

unidad del cual usted no es responsable en su contrato de arrendamiento, comuníquese con su arrendador como se establece en su contrato de arrendamiento. Si su arrendador no resuelve el problema dentro de un período de tiempo razonable, es posible que pueda informarlo. Ciertos problemas, como la falta de instalaciones sanitarias operativas o agua o techos con goteras, se pueden reportar a **Hillsborough County Code Enforcement, llamando al (813) 274-5545.**

LA DISCRIMINACIÓN Y LAS REPRESALIAS SON ILEGALES

Un arrendador no puede aumentar su alquiler ni amenazarlo con desalojarlo porque usted denunció una infracción de salud o seguridad o presentó una queja de vivienda justa. Un arrendador no puede tratarlo de manera diferente debido a su raza, nacionalidad, discapacidad, religión u orientación sexual, o porque paga su alquiler con vales de la Sección 8 o cualquier otra asistencia gubernamental, entre otros criterios. Si siente que ha sido discriminado o tomado represalias, puede comunicarse con la **Oficina del Administrador de Igualdad de Oportunidades al (813) 272-6554** o a la **Oficina de Protección al Consumidor del Condado de Hillsborough al (813) 635-8316.**

USTED TIENE DERECHO A DESAFIAR UN DESALOJO Y OTRAS ACCIONES ILEGALES

Un contrato de arrendamiento no le impide impugnar un desalojo. Si el arrendador está violando el contrato de arrendamiento, siempre puede buscar reparación a través de los tribunales. Si no puede pagar un abogado, puede comunicarse con **Bay Area Legal Services al (813) 232-1343** para ver si es elegible para asistencia legal gratuita.

FINANCIAL ASSISTANCE

If you face eviction and/or homelessness, financial assistance may be available. There are many local organizations that can help. Contact **Hillsborough County Social Services at (813) 301-7341.**



Aviso requerido de derechos y recursos de vivienda de alquiler

Recursos

Discriminación (raza, color, género, edad, origen nacional, religión, discapacidad, estado civil o familiar, orientación sexual, identidad de género o expresión)

Hillsborough County Equal Opportunity Administrator's Office
(813) 272-6554

Personas con discapacidades

Hillsborough County ADA Officer
(813) 276-8401; TTY: 7-1-1 Para asistencia auditiva o del habla, llame a los números de servicio de retransmisión de Florida, (800) 955-8771 (TDD) o (800) 955-8700 (v) o marque 711

Asistencia financiera para vivienda y alquiler

Hillsborough County Social Services
(813) 301-7341

Sección 8

Tampa Housing Authority
(813) 341-9101

Procedimientos de desalojo y resoluciones

Hillsborough County Clerk of the Circuit Court
(813) 276-8100 x 7807

Hillsborough County Sheriff's Office Civil Process Section
(813) 242-5200

Quejas, reclamaciones sobre depósitos de seguridad y fuente de discriminación de ingresos

Hillsborough County Consumer Protection
(813) 635-8316
HCFLGov.net/Consumer

Preguntas o problemas legales

Bay Area Legal Services, Inc.
(813) 232-1343

Acuse de recibo de la notificación obligatoria de los derechos y recursos de la vivienda de alquiler

Yo/Nosotros, _____ [*inquilino (o)*], confirmo (amos) que yo/nosotros he (hemos) recibido el aviso requerido de derechos y recursos de vivienda de alquiler en _____ [fecha].

Firma del inquilino

Firma del casero (propietario)

Nombre inquilino (letra de molde)

Firma del casero (propietario) (letra de molde)

Firma del inquilino

Nombre inquilino (letra de molde)

El propietario debe conservar esta página de firma. Proporcione una copia de este documento a su(s) inquilino(s). Los derechos y recursos de viviendas de alquiler se pueden encontrar en HCFLGov.net/TenantRights.





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RENTAL PROCESS AND APPLICATION DISCLOSURE

THIS MUST ACCOMPANY THE APPLICATION FOR RESIDENCY
Please initial on the bottom of each page and sign and date on page 4 and page 5

APPLICATION PROCESSING: Processing an application normally takes between 1-3 business days. In some cases, approval of Homeowner associations, condo associations, homeowners, or unforeseen circumstances may require some applications to take longer. You will be notified immediately upon determination of approval or denial. All adult applicants, over the age of 18, must submit a fully completed, dated, and signed rental application, along with the appropriate application fee.

APPLICATION SCREENING: Upon receipt of your application and application fee, you can expect and hereby authorize that we will (1) check your credit report; (2) check for any past evictions; (3) verify your employment, if applicable; (4) verify that you have income or assets sufficient to pay the rent; (5) verify your previous landlord references; and (6) perform a criminal background screening. We encourage you not to apply if you have bad credit references or rental references.

For most properties, a credit score of 650 or higher is required (a credit score of above 550 but less than 649 is contingent on landlord approval and likely additional security deposit). Within the past three (3) years credit history and/or court records must not contain bankruptcy filings or any judgments, collections, or liens for landlord or utility debt.

Court Records must not contain eviction filings within the past seven (7) years.

Applicants must have verifiable income either documented by their employer or by providing copies of six (6) current consecutive pay stubs. Self-employed applicants must provide their last two (2) years signed tax return and prior three (3) month's business bank statements. Applicants without employment income (or insufficient employment income) must provide documentary proof of the ability to pay the rent such as retirement benefits, government or private assistance, alimony or child support, or other verifiable income or assets.

Previous rental history reports from prior landlords must reflect timely payment, sufficient notice of intent to vacate, no complaints regarding noise disturbances or illegal activities, no NSF checks, and no damage to rental property or failure to leave the property clean and without damage when you left the property.

A Nationwide Criminal records search must contain no convictions for felonies, within the past seven (7) years for crimes related to drug manufacture, sale, or distribution; bodily harm; or intentional damage or destruction of property (such as arson). A Sex Offender Registry Search must not show any record of sexual offenses.

Any exceptions to these criteria will need to be submitted in writing to Hoffman Realty for consideration. If approval is then given for such exceptions, additional security deposit, co-signers and/or additional "higher" rent may be required.

INCOMPLETE APPLICATIONS: Incomplete applications or applications submitted without the proper application fees will not be considered. Application fees will not be refunded for incomplete or inaccurate applications.

MULTIPLE APPLICATIONS: It is possible that Hoffman Realty may receive multiple applications from unrelated individual applicants on the same property at approximately the same time. If such is the case, we will process all applications for consideration as to what we and/or the owner (at our sole discretion)



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deem the best applications, which may not necessarily be the first application received. In such cases, more than one applicant may be approvable, however only one will eventually be approved. Because we represent the best interest of the rental property, we will accept the best application, which may not necessarily be the first application received. To evaluate the various applications Hoffman Realty must expend time and cost in credit reports, criminal reports, and other administrative costs, hence our policy that the application fee is non-refundable. If your application is approvable, but not the approved one for the property for which you are applying, you may consider applying for other available properties that we may have, without payment of an additional application fee.

PHOTO IDENTIFICATION: We require a valid and current government-issued photo ID (driver's license, passport, or State ID).

PETS: No pets (except service/assistance animals) of any kind are permitted without the specific written permission of Hoffman Realty, a pet application, an approved pet screening, plus a non-refundable pet fee, of \$250 per pet and monthly pet rent of \$25 per pet. Some properties may require higher fees or higher rent amounts. If a higher fee or rent amount is required, you will be notified at the time of the application. Due to insurance, we cannot accept the following full or partial breeds: Akita, Alaskan Malamute (Malamute breeds), Rottweiler, Doberman, Pit Bull (A.K.A. Staffordshire Terrier), Bull Terrier, Wolf or Wolf hybrid, German Shepherd, Chow, Siberian Husky, Presa Canario and any others which may be listed in the landlord's insurance policy.

HOMEOWNER AND CONDOMINIUM ASSOCIATIONS: Some Homeowners and Condominium Associations require separate application and application fees. If this is the case, you must also apply separately to these homeowners or condominium associations and remit whatever other application and application fees that may be required. Approval by the homeowners or condominium association is a necessary prerequisite before occupancy.

APPLICATION APPROVAL: Once you have been notified of the approval of your application, you must place the holding deposit (cashier's check, money order, or wire only). Even if you have been approved, the property is available for rent until the holding deposit has been received. If you fail to enter into the lease agreement or refuse to take possession of the property on or before your applied for beginning rental date, you shall forfeit these funds as liquidated damages.

Applicant understands that no rental property will be held vacant for more than 15 days unless approved by Hoffman Realty or required to allow time for Association approval.

PAYMENT OF FUNDS: All initial funds, which include the holding deposit, first month's rent, and pet fee, must be made by cashier's check or money order. After these initial funds, the monthly rent may be paid with a personal check or on-line through the Hoffman Realty renter's portal.

We require a full month's rent before move-in. If there is prorated rent, we will pro-rate the 2nd month's rent, not the initial month.

PROPERTY ACCEPTED "AS IS": All applicants must view the interior of the property before an application can be submitted. The property must be accepted in "as-is" condition before an application can be accepted, except where there is written agreement for maintenance or repair. Verbal representations are non-binding.

OTHER CONSIDERATIONS: Rents quoted are the rental amounts due if timely received (usually on or before the 1st of each month by 5:00 pm). If the 1st falls on a Saturday, Sunday, or Legal Holiday, rent is due the previous business day by 5:00 pm) otherwise, the rent may be at least 10% more that month and possibly higher if rents are severely delinquent.



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NON-SMOKING PROPERTIES: All properties are non-smoking, meaning smoking is not allowed inside the building. Smoking outside and on porches and lanais is allowed unless in conflict with community rules and regulations.

KEYS: will be released on the first (1st) day of occupancy as stated in the lease agreement. Request for keys earlier must be accompanied with additional pro-rated rent and must have Hoffman Realty's prior approval.

SECURITY DEPOSITS: Security Deposits are security for faithful performance by tenants of all terms covenants and conditions of the lease agreement. Tenants may not dictate that the security deposit be used for any rent due. Unless claimed due to a breach of lease terms or property damage, the security deposit is refundable to the tenants within 15 days after they move out of the property at the expiration of the lease term and return all keys to our offices.

MAINTENANCE AND REPAIR: When you rent a home from our company, we strive to ensure that all items are in good working order. Please report any maintenance or repair request during your first 7 days of possession, at which time you will be required to turn in a signed, move-in inspection form.

LEASING AGENTS: Leasing agents provide you access to preview our properties, to distribute rental information, applications, rental process, and application disclosures. The rental agent may also submit your application to Hoffman Realty for processing. The rental agent is not authorized to negotiate on behalf of Hoffman Realty or the owner. Verbal representations are non-binding. Once your application is submitted to Hoffman Realty, the approval/denial and negotiation process (if any) will be handled by the Property Manager.

CREDIT REPORTS: We are not allowed to provide you with your credit report or tell you of its contents; however, if your application is denied, or we request a higher deposit due to information in your credit history, you may request a copy of your credit report from the credit reporting agency. We will provide you with an adverse action letter containing the contact information for the credit reporting agency. All information collected for the approval or denial of the application is considered confidential and for company use only.

RESIDENT BENEFITS PACKAGE: The Hoffman Realty Resident Benefits Package (RBP) delivers savings and convenient, professional services that make taking care of your home second nature. By applying, Applicant agrees to be enrolled and to pay the **cost of \$49 per month**, payable with rent.

Your RBP includes, subject to property mechanicals or other limitations:

- Utility concierge service: one call set up your general utility services, cable, and internet services – all at the best price available.
- Changing filters, a known tenant responsibility, is now as easy as opening the front door. For our properties with HVAC, we've made every effort to ensure your obligation to change the filter(s) is as easy as possible by having them delivered to your door approximately every 30/days, or as required by your system. This service helps you save up to \$250 per year, improves your indoor air quality, and reduces the hassles and liability of repairs.
- Credit building to help boost your credit score with timely rent payments.
- A resident rewards program that helps you earn rewards for just enrolling and paying your rent on time; enjoy saving on everyday expenses for a premier rental experience.
- Home Buying Assistance: For those who want to buy your "forever" home, we'll help you get there. The credit building helps you qualify for a mortgage and even better when you use one of our professional Realtors you get up to \$1,000 towards your closing costs.
- Easy access to your account, documents, and communication resources through our convenient online portal.



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- We know you're busy, so you get free online payments using ACH or automatic ACH option, and have access to electronic statements.
- Waived fees (policies apply): We understand that life happens so we will grant you a one-time waiver of the following fees: One-time waiver of late fee and NSF and a one-time waive of Roommate Change fee.
- Responsive Maintenance: Every rental property needs maintenance once in a while. You can submit a maintenance request online and schedule and track appointments directly with an approved vendor network using text messaging. You also have a 24/7 maintenance hotline to reach a live person after hours for urgent maintenance issues and emergencies.
- Vendors you can Trust: An approved vendor network to keep your home well maintained. You can trust that Hoffman Realty's vendors that enter your home have been vetted for quality service and professionalism.
- No Repair Administration Fees: Other companies charge "Repair Administration" fees or require their renters to pay up to \$150 for each repair.
- Property Re-Keyed: Your home is rekeyed before your move-in so that the prior occupants (or their maid, babysitter, handyman, etc.) don't have access to your home.
- Comprehensive move-in condition review. You will receive a copy of the move-in inspection performed before you taking occupancy so you don't have to prepare your own move-in documentation to protect your security deposit.
- Touchless Self-Guided Property Inspections: Perform your own occupied inspection using your smartphone. Provided as a convenience to you so you don't have to take time to meet an inspector during your workday.
- Detailed Landlord References: When it is time to leave us, you will need to be able to document your good rental history to a new landlord. We provide you verification of rent and landlord reference checks at no cost. Since we video each property before and after a tenancy you can request a link to these videos to submit with your application to rent future residences. We get feedback that this helps our residents negotiate lower rents, lower deposits or to be selected among multiple applicants!

NOTE: The total monthly cost of the Resident Benefits Package is all-inclusive, and no discounts will be given if any element of the package is unavailable due to a lack of HVAC or another limitation at a specific property.

EQUAL HOUSING OPPORTUNITY: We are pledged to the letter and spirit of United States policy for the achievement of equal housing opportunity throughout the Nation. We encourage and support a program in which there are no barriers to obtaining housing because of race, color, religion, sex, handicap, familial status, or national origin. Hoffman Realty also does not discriminate based on age, parental status, sexual orientation, and political ideology. All properties through Hoffman Realty are available on an equal opportunity basis.

ACKNOWLEDGMENT OF RECEIPT: The "Rental Process and Application Disclosure" is hereby made an integral part of the rental application. I/we do hereby acknowledge that I/we understand and agree to the terms of the application and rental process as described herein. I/we further acknowledge that I/we have seen and previewed the rental property (both inside and outside) for which we are applying.

Applicant: _____ Date: _____

Applicant: _____ Date: _____

Applicant: _____ Date: _____



Hoffman Realty, LLC

5612 S. Manhattan Avenue, Tampa, Florida 33616-1024

IMPORTANT NOTICE

FLORIDA LAW REQUIRES THAT REAL ESTATE LICENSEES PROVIDE THIS NOTICE TO POTENTIAL SELLERS AND BUYERS OF REAL ESTATE.

You should not assume that any real estate broker or salesperson represents you unless you agree to engage a real estate licensee in an authorized brokerage relationship, either as a single agent or as a transaction broker. You are advised not to disclose any information you want to be held in confidence until you decide on representation.

NO BROKERAGE RELATIONSHIP NOTICE

FLORIDA LAW REQUIRES THAT REAL ESTATE LICENSEES WHO HAVE NO BROKERAGE RELATIONSHIP WITH A POTENTIAL SELLER OR BUYER DISCLOSE THEIR DUTIES TO SELLERS AND BUYERS.

As a real estate licensee who has no brokerage relationship with you, Hoffman Realty, LLC owe to you the following duties:

1. Dealing honestly and fairly;
2. Disclosing all known facts that materially affect the value of residential real property which are not readily observable to the buyer.
3. Accounting for all funds entrusted to the licensee.

Signature: _____ Date: _____

Signature: _____ Date: _____

Signature: _____ Date: _____