



REAL ESTATE BUYER/RENTER APPLICATION PAGE 1

PERSONAL INFORMATION:

FIRST NAME: LAST NAME: EMAIL ADDRESS: CELL PHONE #: CURRENT HOME ADDRESS: CITY: STATE: ZIP: HOW MANY YEARS AT CURRENT ADDRESS?: SOCIAL SECURITY #: DATE OF BIRTH: LANDLORD/OWNERS NAME: AMOUNT OF MONTHLY RENT: \$: LANDLORD/OWNERS TEL#: EMAIL: WILL LANDLORD GIVE WRITTEN REFERENCE?: IF LESS THAN 2 YEARS, PLEASE PROVIDE PREVIOUS ADDRESS ON THE NEXT LINE FORMER ADDRESS: CITY: FORMER LANDLORD/OWNERS NAME: AMOUNT OF FORMER MONTHLY RENT \$: FORMER LANDLORD/OWNERS TEL#: EMAIL: WILL FORMER LANDLORD GIVE WRITTEN REFERENCE?:

EMPLOYMENT INFORMATION:

EMPLOYERS NAME: HOW MANY YEARS HAVE YOU WORKED THERE: TITLE/POSITION: ANNUAL SALARY: \$ EMPLOYERS ADDRESS: SUITE/FLOOR: CITY: STATE: ZIP: MAIN TEL#: YOUR TEL# & OR EXT. HOW MANY YEARS HAVE YOU WORKED THERE: WILL EMPLOYER GIVE WRITTEN REFERENCE:

FINANCIAL INFORMATION

DO YOU HAVE A CHECKING ACCOUNT?: DO YOU HAVE A SAVINGS ACCOUNT?: PLEASE PROVIDE THREE MONTHS BANK STATEMENT FROM ANY ACCOUNT IN YOUR NAME. HOW MUCH DO YOU HAVE IN YOUR CHECKING ACCOUNT?: HOW MUCH DO YOU HAVE IN YOUR SAVINGS ACCOUNT?: HOW IS YOUR CREDIT?: WHAT WAS YOUR CREDIT SCORE THE LAST TIME YOU CHECKED?: HOW MUCH DEBT DO YOU HAVE?: DO YOU HAVE ANY COLLECTION ACCOUNTS?: CAN YOU MAKE A GOOD FAITH DEPOSIT IF YOU WANT A PROPERTY?: IF SO, HOW MUCH?: ARE YOU PREPARED TO PAY THE PRE-QUALIFICATION FEE TODAY?: PLEASE PAY THE FEE BY MONEY ORDER, CREDIT CARD OR CASH OR GO TO THE WEBSITE AND DO A RENTERS PREQUALIFICATION, WITH THIS APPLICATION TO ENSURE THAT YOU CAN VIEW QUALIFYING PROPERTIES UPON PREQUALIFICATION. THANK YOU. DO YOU HAVE A PROGRAM THAT WILL PAY ANY OF ALL OF YOUR RENT? If so, Will they pay the realtors fees also?: Name of Program: Address: Rep Name: Tel#: Do you have a voucher?: If so, what is the name/code of the voucher:



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REAL ESTATE REQUESTS:

DO YOU WANT TO BUY AND/OR RENT (IF BOTH, WRITE "BOTH" ON THE LINE: \_\_\_\_\_

PLEASE CIRCLE ALL THAT APPLY TO YOU:

ROOMS: STUDIO ONE BEDROOM TWO BEDROOMS THREE BEDROOMS FOUR BEDROOMS DUPLEX ONE ONE BATHROOM TWO/THREE BATHROOMS DINING ROOM OFFICE LARGE CLOSETS STORAGE

GARAGE : HOW MANY CARS \_\_\_\_\_ DO YOU HAVE A PET OR PETS: \_\_\_\_\_ IF SO DESCRIBE IN DETAIL: \_\_\_\_\_

WHAT BOROUGHs ARE YOU INTERESTED IN?: BROOKLYN MANHATTAN QUEENS STATEN ISLAND BRONX

OTHER: PLEASE SPECIFY: \_\_\_\_\_

WHAT IS YOUR MOVE IN DATE?: \_\_\_\_\_ ARE YOU FLEXIBLE? : \_\_\_\_\_

PLEASE DESCRIBE YOUR BASIC & DETAILED REAL ESTATE NEEDS/WANTS AND DISLIKES:

AGREEMENT & VERIFICATION

I \_\_\_\_\_ UNDERSTAND AND AGREE THAT I AM SIGNING UP FOR REAL ESTATE SERVICES WITH VALERIE RATCLIFF WALSH AS DESCRIBED IN MY APPLICATION. I AM APPLYING TO BUY AND/OR RENT PROPERTY USING THE REAL ESTATE BROKER'S SERVICES OFFERED BY VALERIE RATCLIFF WALSH, LICENSED REAL ESTATE BROKER. I UNDERSTAND AND AGREE THAT I MUST PAY VALERIE RATCLIFF WALSH A FEE TO PRE-QUALIFY ME AND TO FIND ME AN APARTMENT. I WILL ONLY PAY A BROKERS FEE IF I RENT OR UP FRONT, IF I HIRE VALERIE RATCLIFF WALSH AS A BUYER'S AGENT. IF I TAKE BOTH SERVICES, I MUST PAY BOTH FEES AND ALL FEES FOR ALL REAL ESTATE SERVICES THAT VALERIE RATCLIFF WALSH PROVIDES FOR ME AT MY REQUEST AND/OR PERMISSION. UPON VALERIE RATCLIFF WALSH SUCCESSFULLY GETTING ME APPROVED FOR THE PROPERTY AND/OR REPRESENTING ME, AND/OR PERFORMING THESE SERVICES, I WILL AUTOMATICALLY OWE THE BROKERS FEES TO VALERIE RATCLIFF WALSH. I UNDERSTAND AND AGREE THAT I MUST BE PREQUALIFIED BEFORE VALERIE RATCLIFF WALSH WILL PERFORM ANY REAL ESTATE SERVICES FOR ME, UNLESS AN EXCEPTION IS PUT IN WRITING AND SIGNED BY BOTH PARTIES AS TO WHEN PRE-QUALIFIATION FEES WILL BE PAID, IF THEY WILL BE REQUIRED OR WAIVED. THIS IS SOLELY AT VALERIE RATCLIFF WALSH'S DISCRETION AND CANNOT BE COMPARED OR REQUESTED BASED ON SERVICES OF ANOTHER CUSTOMER/CLIENT OR FOR ANY OTHER REASON. FURTHERMORE, NO APPLICATION THAT DOES NOT QUALIFY, MEET THE STANDARDS, BASED ON INCOME, REFERENCES, FINANCIAL CAPABILITIES AND VERIFICATION, CAN BE CONSIDERED COMPLETE AND CANNOT BE SUBMITTED TO OWNERS/LANDLORDS. ANY MISSING DOCUMENTS AND INFORMATION NOT PROVIDED PROMPTLY WILL BE CONSIDERED A REFUSAL AND APPLICATION WILL BE DEEMED INCOMPLETE AND NOT ABLE TO PROCESS. ALL INFORMATION MUST BE FILLED OUT AND EXPLAINED UPON REQUEST. IF THERE IS MORE THAN ONE RESPONSIBLE PARTY, ALL APPLICANTS MUST FILL OUT A COMPLETE APPLICATION TO QUALIFY. I MUST COMPLETE ALL AGENCY, LEAD PAINT AND LEGAL DOCUMENTS REQUIRED BY REAL ESTATE LAW AND REQUIRED BY VALERIE RATCLIFF WALSH, INCLUDING BUT NOT LIMITED TO VERIFICATION OF IDENTITY, STATE OR FEDERAL PICTURE ID, VERIFICATION OF CURRENT ADDRESS, EMPLOYMENT, FINANCES, INCOME, ETC. TO PROCESS MY APPLICATION.

I ATTEST THAT ALL INFORMATION THAT I HAVE PROVIDED IS TRUE AND CORRECT. I UNDERSTAND AND AGREE THAT ANY INTENTIONAL MISINFORMATION OR REFUSAL TO PROVIDE MANDATORY INFORMATION, WILL BE CONSIDERED AN AUTOMATIC BREACH AND VOID OF THIS APPLICATION AND AGREEMENT. I UNDERSTAND AND AGREE TO ALL TERMS AND CONDITIONS OF THIS APPLICATION AND AGREEMENT.

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

FOR OFFICE USE ONLY: STEP 1: ID/ADDOC?: \_\_\_ STEP 2: PREQPAY?: \_\_\_ STEP 3: CREDIT?: \_\_\_ STEP 4: FINANCES: \_\_\_ STEP 5: LANDLORD? \_\_\_

APPROVED?: \_\_\_ DATE: \_\_\_\_\_ STATUS REPORT?: \_\_\_\_\_ DATE: \_\_\_\_\_ FINAL REPORT DATE: \_\_\_\_\_

IMPORTANT NOTES: \_\_\_\_\_