



RESIDENTIAL SELECTION POLICY

This Resident Selection Policy is applied to everyone applying for a By the Beach Properties, BTBP, LLC Managed Property without regard to race, religion, national origin, familial status, handicap, age, or sex*

ALL INFORMATION IS HELD IN CONFIDENCE

- **SATISFACTORY LANDLORD REFERENCES REQUIRED** - NO EVICTIONS IN THE PAST 24 MONTHS (Some circumstances considered), Application must have 24 months previous rental history that can be verified. Applicants without rental history may be required to utilize a co-signer.
- **PROOF OF INCOME VERIFIED:** Minimum 3X monthly rent
- **FINANCIAL ASSISTANCE:** Social Security, child support, AFDC income and related assistance must have supporting documents if such income is to be included in gross income.
- **SATISFACTORY CREDIT REPORT REQUIRED**
- **SATISFACTORY CRIMINAL BACKGROUND REPORT REQUIRED**
- **ANY OCCUPANT OVER THE AGE OF 17 MUST COMPLETE AN APPLICATION**

APPLICANT COULD BE REJECTED DUE TO, BUT NOT LIMITED TO, THE FOLLOWING REASONS:

- Falsification on any information on the application.
- The name, address, and telephone number of past/present landlord is not supplied.
- Applicant does not supply one (1) rental reference that can be verified.
- Applicant is given negative rental history.
- Applicant is given negative credit history.
- Employment or Income cannot be verified.
- Applicant has a history of eviction.

* As permitted under H.U.D. guidelines where applicable



BYtheBEACH

PROPERTIES, BTBP, LLC.

INSTRUCTIONS FOR APPLICATION

- An Application Must Be Completed By Every Occupant 18 or Older.
 - Copy of Government Issued Photo ID
 - Copy of Most Recent Paycheck Stub
 - Copy of Documents Verifying Non-employment Income
 - Most Recent W-2 (Optional, Expedites Faster Service)
 - Security Deposit (Optional, Secures Property If Application is Approved)
* Many times we have multiple applicants for the same property. A security deposit gives you priority if your application is approved.
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NO CASH ON YOU?

WE ACCEPT CREDIT CARDS FOR APPLICATION FEES FROM ANYWHERE USING



Visa, MasterCard, American Express, or Discover Card

We'll Find You a Home and a Lifestyle!





BY THE BEACH PROPERTIES, BTBP, LLC
 OFFICE: (888) 901-7976 | FAX: (888) 815-9671
 2200 Executive AVE STE A Myrtle Beach, SC 29577
 PropertyManager@BytheBeachProperty.com

RESIDENTIAL RENTAL APPLICATION

TELL US ABOUT YOURSELF:

Last Name	First Name	Middle Name	
Current Address	City	State	Zip
Mailing Address (IF DIFFERENT)	City	State	Zip
Social Security #	Date of Birth	Email Address	
(____) - ____ - ____ Home Phone #	(____) - ____ - ____ Work Phone #	Additional Email Address	
(____) - ____ - ____ Cell Phone #	(____) - ____ - ____ Additional Phone #	____ - ____ - 20 Desired Move-in Date	
Driver's License / Government Issued ID #:	State of Issue		

Pet Name: _____	Type: _____	Breed: _____	Weight: _____	Age: _____
Pet Name: _____	Type: _____	Breed: _____	Weight: _____	Age: _____

FULL NAMES AND AGES OF ALL OTHER OCCUPANTS	LOCATION APPLYING FOR
Name: _____ Age _____	Street: _____
Name: _____ Age _____	Unit: _____
Name: _____ Age _____	Community: _____
Name: _____ Age _____	Area: _____

MOST RECENT 36 CONSECUTIVE MONTH RESIDENTIAL HISTORY

Current Address	City	State	Zip
From: ____ / ____ / ____	To: ____ / ____ / ____	Rent/Mortgage Amount: \$ _____	
Landlords Name / Mortgage Lender	(____) - ____ - ____ Contact Number		

Reason For Leaving

Previous Address	City	State	Zip
From: ____ / ____ / ____	To: ____ / ____ / ____	Rent/Mortgage Amount: \$ _____	
Landlord Name / Mortgage Lender	(____) - ____ - ____ Contact Number		

Reason For Leaving

Previous Address _____ City _____ State _____ Zip _____

From: ____/____/____ To: ____/____/____ Rent/Mortgage Amount: \$ _____

Landlord Name / Mortgage Lender _____ (____) _____ - _____
Contact Number

Reason For Leaving _____

Have You Ever Made Late Rent or Mortgage Payments? Y N If YES, Please Explain Below: _____

Have You Ever Been Evicted? Y N If YES, Please Explain Below: _____

Have You Ever Refused to Pay Rent When Due? Y N If YES, Please Explain Below: _____

Have You Ever Not Received 100% of Your Security Deposit Back? Y N If YES, Please Explain Below: _____

Do You Receive Any Type of Housing Voucher or Government Housing Assistance? Y N

Who Provides This? _____ Does it Cover Security Deposit? Y N

EMPLOYMENT INFORMATION:

Current Employer _____ City _____ State _____

From: ____/____/____ To: ____/____/____

Pay Rate \$ _____ HOURLY WEEKLY BIWEEKLY MONTHLY ANNUALLY

Supervisor Name _____ (____) _____ - _____
Contact Number

Second Job or Previous Employer _____ City _____ State _____

From: ____/____/____ To: ____/____/____

Pay Rate \$ _____ HOURLY WEEKLY BIWEEKLY MONTHLY ANNUALLY

Supervisor Name _____ (____) _____ - _____
Contact Number

CURRENT STUDENT INFORMATION: (Please Provide Paper Documentation With Amounts & Dates)

School Name _____ Campus Location _____

Anticipated Graduation Date ____/____/____ \$ _____ Amount of Scholarships, Grants, & Loans Received Per Semester

ADDITIONAL MONTHLY INCOME SOURCES: (Please Provide Paper Documentation With Amounts & Dates)

\$ _____ TOTAL ADDITIONAL INCOME

Child Support Disability GI Bill or Military Income

Alimony Retirement Other: _____

BANKING AND CREDIT

_____ Account Type: Checking Savings
Bank Name

_____ Account Type: Checking Savings
Bank Name

Have You Ever Filed Bankruptcy? Y N If **YES**, Please Explain Below:

Have You Ever Been In a Foreclosure? Y N If **YES**, Please Explain Below:

PERSONAL REFERENCES

_____ (_____) _____
Name Relationship Contact Phone Number

_____ (_____) _____
Name Relationship Contact Phone Number

EMERGENCY CONTACTS

_____ (_____) _____
Name Relationship Contact Phone Number

_____ (_____) _____
Name Relationship Contact Phone Number

CRIMINAL HISTORY

Have you ever been convicted of a crime other than a traffic violation? Y N If **YES**, Please Explain Below:

Are you or is anyone that will be living in the home a Registered Sex Offender? Y N If **YES**, Please Explain Below:

OTHER

Other names of Applicant used within the past three years

Applicant Name (PRINT PLEASE)

Applicant Name (PRINT PLEASE)

I hereby agree that I am applying to lease the above described premises. As an inducement to the Owner of the property and to the agent accepting this application, I warrant that all statements above set forth are true however, should any statement made above be a misrepresentation or not a true statement of facts, all of the application fee will be retained to offset the agent's cost, time, and effort in processing this application. I hereby give this non-refundable \$50.00 as an application fee. When so approved and accepted, I agree to sign a lease prior to the move-in date and to pay the security deposit before possession is given. I recognize that as part of your procedure for processing my application, an investigative consumer report may be prepared whereby information is obtained through personal interviews with others with whom I may be acquainted. This inquiry includes information as to my character, general reputation, and personal mode of living. I certify the above information is true and correct and I am the person completing this application. I hereby authorize an investigation on my credit, criminal, rental history, banking, and employment histories for the purposes of renting a house, apartment, condominium, or townhouse from By the Beach Properties, BTBP, LLC.

Applicant Name (PRINT PLEASE)

X _____
Applicant Signature Date



BY THE BEACH PROPERTIES, BTBP, LLC
OFFICE: (888) 901-7976 | FAX: (888) 815-9671

2200 Executive Ave. STE A Myrtle Beach, SC 29577
PropertyManager@BytheBeachProperty.com

EMPLOYMENT VERIFICATION

Applicant Name (PLEASE PRINT)

Social Security #

I Hereby Authorize Release of My Employment Information.

X

Applicant Signature

Date

EMPLOYER OFFICE USE ONLY (BELOW THIS LINE)

Employer Name

City

State

()

Contact Phone Number

Employee Name

Position

Presently Employed:

Y radio button

N radio button

If NO, Last Date of Employment:

____/____/____

Date First Employed:

____/____/____

Is Employee Eligible for Rehire?

Y

radio button

N

radio button

Pay Rate \$

radio button

HOURLY

radio button

WEEKLY

radio button

BIWEEKLY

radio button

MONTHLY

radio button

ANNUALLY

Average # of Hours Worked Per Week: ____

Year To Date Earnings: \$ ____ Through

____/____/____

Overtime Rate Per Hour: \$ ____

Average # Overtime Hours Per Week: ____

Shift Differential Rate Per Hour: \$ ____

Average # Shift Differential Hours Per Week: ____

Commissions, Bonuses, Tips, Other: \$ ____

DAILY radio button

DAILY

WEEKLY radio button

WEEKLY

MONTHLY radio button

MONTHLY

ANNUALLY radio button

ANNUALLY

List Any Anticipated Change in Employee's Rate of Pay in the Next Twelve Months

Effective Date

If Employee's Work is Seasonal or Sporadic, Please Indicate the Layoff Period(s)

Additional Remarks

Name (PRINT PLEASE)

X

Signature

Date

Title

()

Contact Phone Number

E-mail Address

()

FAX Phone Number

*Please Provide A Copy of Employee's Most Recent Payroll Detail Statement, If Available.



By the Beach Properties, BTBP, LLC
VERIFICATION OF RENTAL HISTORY

Office: 888.901.7976 | Fax: 888.815.9671
PropertyManager@bythebeachproperty.com

THE FOLLOWING APPLICANT HAS SUBMITTED A RENTAL APPLICATION WITH OUR OFFICE. PLEASE COMPLETE THE FOLLOWING FORM & RETURN IT VIA FAX OR EMAIL. THANK YOU FOR YOUR PROMPT RESPONSE.

APPLICANT NAME

I Hearby Authorize Release of Rental Infomation of the Rental Address Below.

X
APPLICANT SIGNATURE

PROPERTY MANAGER / AGENT USE ONLY BELOW THIS LINE

PLEASE CHECK ALL THAT APPLY:
[] Current Resident [] Previous Resident

Address: _____

City: _____ State: _____ Zip Code: _____

Lease Start Date: ____/____/____ Lease End Date: ____/____/____ Move Out Date: ____/____/____

Monthly Rent Amount: \$ _____ Number of Times Late: _____ Number of NSF Payments: _____

If Late, Please Provide Dates Below:

____/____/____ # of Days _____ WAS PRIOR NOTICE GIVEN BEFORE DUE DATE? [] Y [] N
____/____/____ # of Days _____ WAS PRIOR NOTICE GIVEN BEFORE DUE DATE? [] Y [] N
____/____/____ # of Days _____ WAS PRIOR NOTICE GIVEN BEFORE DUE DATE? [] Y [] N

Was Proper Move-Out Notice Given? [] Y [] N

Is There a Balance on The Account? [] Y [] N If YES, How Much? \$ _____

Have Legal Proceedings Ever Been Filed Against This Resident? [] Y [] N

Does Resident Have Any Pets? [] Y [] N If YES, Has Pet Caused Any Problems? [] Y [] N

Did Resident Receive Full Security Deposit Back? [] Y [] N If NO, Please Explain Below:

Is Resident Available For Lease Renwal? [] Y [] N

IF YOU FEEL THERE IS ANY ADDITIONAL INFORMATION THAT WOULD HELP US IN MAKING OUR DECISION, PLEASE EXPLAIN BELOW OR FEEL FREE TO CONTACT OUR PROPERTY MANAGER AT (888)901-7976 or propertymanager@bythebeachproperty.com

Agent/Owner Name (PLEASE PRINT)

Company Name

X
Agent/Owner Name (SIGNATURE)

Contact Phone Number