



200 Mangrove Drive, Emerald Isle, NC 28594
 Direct: 252.354.5921
 Toll Free: 800.786.9285
 Fax: 252.354.2374
 email: annualrentals@BluewaterNC.com

RENTAL APPLICATION

All applicants must provide a current picture ID. Everyone over the age of 18 in the home must apply. A Security Deposit must be paid and lease signed within 72 hours of application approval. Incomplete applications will not be processed. **Applications must be completed, paid in full, and will be processed in order they are received.**

Application Fee:

The application fee is **\$60.00** per person and must be paid at time of application, in certified funds, money order or credit card (*online Applicants only*). *\$30.00 Application Fee for military.

Income Requirement/Employment History:

You must qualify for the rental payment. We use VA guidelines for the debt to income ratio of approximately 42%. This includes all bill payments and rent. If the owner allows more than one family unit to rent the property, then each person must qualify individually for the rental amount. The applicant will have to have established employment at current job for at least 6 months or be transferring from a similar position of which they have been employed for 1 year or longer. You must provide 3 of your most recent pay stubs or bank statements with application.

Renters Insurance is a requirement: **\$250,000.00** - a copy must be provided to Bluewater at lease signing. This is required with six month lease or longer.

Credit Requirements:

A credit report is run on each applicant. The report cannot have any adverse credit ratings or judgments. **All application fees are non-refundable.** We are not permitted to share any information for the credit report or give you a copy.

Rental History: Rental history will be verified.

Security Deposit: **This must be in certified funds.** *Conditions may apply.

Pet Policy and Pet Fees: **This must be in certified funds.** Minimum of \$250.00 non-refundable pet fee per pet *subject to change*. A minimum pet fee of **\$250.00 per pet** will be collected in full for each permitted pet that will be on the premises. Only pets permitted by the lease will be allowed on the premises. No pet sitting will be allowed.

Restricted Breeds - German Shepherd, Doberman, Chow, Pit Bull, or Rottweiler - *May not be all inclusive.*

Family Size:

It is our company policy that only one family unit occupy a property. (A single person is considered a family unit.) If there will be occupants other than the applicant(s) and children, this must be approved by the rental manager or owner of the property. The applicant's family must not exceed two family members per bedroom.

Trampolines/ Pools/ Hot Tubs: Not permitted on the property.

APPLICANT INFORMATION				
Address Desired:	Date:	Monthly Rent:	Agent:	Move-In Date:
Applicant's Name: (Last, First, Middle):	SS#:	Date of Birth:	Marital Status:	
Phone/Email:				
Co-Applicant's Name: (Last, First, Middle)	SS#:	Date of Birth:	Marital Status:	
Phone/Email:				
Emergency contact name and phone:				
RESIDENCE HISTORY				
Present Home Address: (Address, City, State, Zip)		Phone #:	Monthly Rent:	
Dates of Occupancy: (Month / Year)		Current Landlord:	Landlord's Phone #:	

Previous Home Address: (Address, City, State, Zip)		Phone #:	Monthly Rent:
Dates of Occupancy: (Month / Year)		Previous Landlord:	Landlord's Phone #:
Name of nearest relative not living with you:	Address, City, State:		Phone #:

PERMITTED OCCUPANTS

Name:	Age:	Relationship:	Name:	Age:	Relationship:
Name:	Age:	Relationship:	Name:	Age:	Relationship:

PETS

Type of Breed:	Sex:	Age:	(Circle One) Spayed Neutered Declawed	(Circle One) Indoor Outdoor	Other Comments:
Type of Breed:	Sex:	Age:	(Circle One) Spayed Neutered Declawed	(Circle One) Indoor Outdoor	Other Comments:

EMPLOYMENT / INCOME

Employer:	Position:	Supervisor:	Monthly Income:
Employer Address: (Address, City, State, Zip)		Employed Since:	Employers Phone #:

SPOUSE EMPLOYMENT/ INCOME

Employer:	Position:	Supervisor:	Monthly Income:
Employer Address: (Address, City, State, Zip)		Employed Since:	Employer's Phone #:

MILITARY EMPLOYMENT

Branch of Service:	Grade:	# of Years:	EAS:	Monthly Income
Commanding Officer:	Unit Phone #:	Permanent Home Record:		

Circle One –

1. Have you ever been evicted from any tenancy?
2. Have you ever willfully and intentionally refused to pay rent when due?
3. Do you know of anything which may interrupt income or ability to pay rent?
4. Are you or your spouse expected to leave this area in the next 12 months?
5. How did you hear about us?

YES	NO
YES	NO
YES	NO
YES	NO
Internet	Other _____

Privacy Act Authorization

I hereby give permission for Bluewater Annual Rentals, to check and verify the information that has been stated on this rental application to include former landlords, former addresses, employers and my credit. I certify that I am of legal age and that the above information is correct to the best of my knowledge.

Upon acceptance of this credit application, I understand that I am agreeing to sign a lease. **Upon application approval you will have up to 3 days to pay security deposit and sign lease. If I fail to sign the lease for the property applied for within 3 days, Bluewater Annual Rentals, WILL retain the security deposit.**

Applicant's Signature

Co-Applicant's Signature

Date



I HEREBY AUTHORIZE YOU TO RELEASE INFORMATION REGARDING MY TENANCY TO THE INQUIRING LANDLORD.

TENANT SIGNATURE

DATE

To Whom It May Concern: **(Landlord Use Only)**

We have received a rental application from the individual listed below, who states they are a present or former tenant. Please answer the questions below and return this information to us as soon as possible.

Rental history of: _____
 Date Moved in: _____ Date Moved Out: _____ Monthly Rent: _____
 Was Rent Paid on Time? _____ Number of times Late? _____
 What was included in rent: _____
 Complaints by others (explain) _____
 Any Damage? Yes No If yes please explain: _____

Any Pets? Yes No
 Would you rent to them again? Yes No
 Did they give notice to move? Yes No

Person Providing Information: _____
 Title: _____ Phone: _____
 Company Name: _____

Thank you for your assistance in the matter. Please fax your reply to (252)354-2374 or scan and email to annualrentals@bluewaternc.com .



Applicant Authorization to Release Employment Information

I, _____ do hereby authorize _____, my employer, to release the requested information above to Bluewater for their review and consideration of my residential rental application.

Signature of Applicant _____ Date _____

To Whom It May Concern (**For Employer Use Only**):

We have received a rental application from the individual listed below, who has identified you as his/her employer. We would like to ask your cooperation by verifying his/her employment. Please answer the questions below and return this information to us as soon as possible.

Date of Hire: _____ Job Title: _____

Full-time Part Time Temporary Typical number of hours worked per week: _____

Salary: \$_____ Hourly Weekly Bi-weekly

Signature of Supervisor: _____ Date: _____

Company Name: _____

Thank you for your assistance in the matter. Please fax your reply to (252) 354-2374 or scan and email to reneej@bluewaternc.com

Sincerely,

Renee Johnson

Property Manager

200 Mangrove Drive

Emerald Isle, NC 28594

Office Phone: (252)354-5921