



7400 N Oracle Road Suite 150* | Tucson, AZ 85704 | 520-609-2269 | www.HomeCoAz.com

Our agents and office staff are available by appointment only

We are here to help you with this process. Please don't hesitate to call with questions or concerns. We are happy to help! Call: 520-609-2269 or Email: leasing@homecoaz.com

The Home Company is an Equal Opportunity Housing provider and our Agents are licensed REALTORS. Applicants acknowledge that The Home Company, LLC is the authorized Agent of the Landlord and represents the Landlord exclusively and not the Tenant in all transactions related to the sale or lease of the property. The Home Company, LLC will act as an advocate and negotiate for the Landlord.

The application process is not a first come first serve process. The Home Company, LLC may accept multiple applications and offers to rent a property until a lease is signed by all parties. All offers will be reviewed for selection and approval until a qualified Applicant's offer is approved. Advertised rental rates are based on a one year lease.

QUALIFYING REQUIREMENTS

All applicants over 18 years of age residing at the home must thoroughly complete, sign and submit the rental application.

PETS: Pets are subject to approval. Approved pets are charged a monthly pet rent equal to 1.5% of the monthly rent and an additional refundable pet deposit equal to up to \$150 per pet. Service animals, emotional support animals and assistance animals are not considered pets. Service animals must register through Pet Screener at <https://homecoaz.petscreening.com/>. Pet Screener is a third party screening service that completes assistance animal accommodation request validation through their comprehensive legal and FHAct/HUD guideline review process. Assistive animals must receive approval from the Pet Screener.

INCOME: Verifiable household gross monthly income of a minimum of 3 times monthly rent. The Home Company, LLC may require you to provide a letter from the current employer confirming current employment and income.

Some properties do participate in the Section 8 program. Please email us at leasing@homecoaz.com with any questions.

RENTAL HISTORY: Rental history will weigh heavily in the approval process. If an applicant has outstanding debts to a Landlord, evictions or late rent or mortgage payments, it can be grounds for denial. Applicants are responsible to supply the last 3-5 years of rental history verification or letters of recommendation signed by their previous Landlords.

CREDIT SCORE: A credit report will be obtained. Scores of 600 or higher are preferred. No bankruptcies that have not already been discharged will be accepted.

CO-SIGNERS: Landlords are not required to accept co-signers. Co-signers must be Arizona residents, have credit scores of 700 or above and adequate income.

CRIMINAL RECORDS: No registered sex offenders. No felony or prior convictions involving sexual offenses, illegal substances, fraud, animal abuse, murder, manslaughter, robbery, burglary, theft, violence/crimes against persons, properties or animals, within the five years preceding the rental application.

SMOKING: Smoking or vaping tobacco, marijuana or any other substance is not permitted on the premises.

RENTAL HISTORY:

Applicants should supply the last 3-5 years of rental history verification or letters of recommendation signed by their previous Landlords. The verification is to be uploaded along with other required application attachments.

UPLOAD ALL THE REQUIRED DOCUMENTATION TO COMPLETE THE APPLICATION:

1. Valid United States Driver's license or other United States government issued ID
2. Proof of income from the last 30 days-paycheck stubs, tax returns, w-2, 1099s, and other supporting documents that will verify income
3. 3-5 years of rental history verification or letter of recommendation signed by your previous or current Landlord, if available. Submitting this with your application will allow us to process your application without delays.

RENTAL APPLICATION DISCLOSURE:

1. An application is not considered complete until completed applications and required documentations are submitted, and application fees are paid in full.
2. The non-refundable application fee per adult may be paid online at www.HomeCoAz.com
3. The application review process may take up to 48 business hours to complete once a completed application is submitted.
4. Upon approval, applicants will be given 24 business hours to sign the lease agreement and pay the required deposits, \$100 lease origination fee and first month's rent payments in full. Online payments will be accepted if the lease start date is 10 days or more after the lease signing date. If the lease start date is within 10 days of the lease signing, the tenant is required to pay required payments by cashier's check or money order.
6. All monies received by The Home Company, LLC are deposited into a trust account within 3 business days.
7. The Landlord's insurance does not protect Tenant, tenant's possessions or tenant's liability. Tenant agrees to obtain and maintain throughout the term of the lease a Renter's Property and Liability Insurance Policy with the Minimum Liability coverage of \$300,000 or \$1,000,000 for properties with swimming pools, spas or water features.

LEASE FEE DISCLOSURE

PET FEES

MONTHLY pet fee equal to 1.5% of the monthly rent per Landlord/Agent approved pet.
\$100 per pet, per month fee assessed retroactive to the lease start date for unauthorized pets.

ADMINISTRATIVE FEES

\$55 Application Fee per adult 18 years of age or older.

\$100 Administrative Fee one-time fee charged at lease origination.

\$10 Processing Fee for all payments NOT made through Agent's website.

LEASE VIOLATION FEES

\$10 Late Fee per diem after the first day of the month. No Grace Period.

\$50 for each notice of Lease/Legal Non-Compliance and 5-Day Letters.

\$25 for each notice or "friendly reminder" or violation notice from an HOA for non-compliance with the governing documents.

\$50 NSF/Declined Payment Fee

\$25 Bookkeeping Fee per utility bill not placed in Tenant's name.

\$100 per person, per month fee assessed retroactive to the lease start date for unauthorized occupants.

Any vehicle found on the premises that is not properly licensed, registered and operable is subject to a fine of \$10 per day for each day that it remains on the premises.

MISCELLANEOUS FEES

\$150 Lost Key Fee.

\$50 Missed appointment fee, for each missed vendor or inspection appointment, plus any vendor charged fees.

\$65 monthly charge to change the HVAC filter if it is found that Tenant does not or has not cleaned or changed the HVAC filters at least once per month.

LEASE BREAK FEES: Lease Break Fee equal to one months rent, plus remaining responsibilities under the lease until the property is re-rented.

APPLICATION/PAYMENT PROCESSING FEE: Prior to the Agent's receipt, a processing fee of \$5.00 was deducted by a third party processing service from each application fee paid online. Online credit card and debit card payments for deposits, rent payments, or other amounts are also subject to a third party processing fee.

UTILITIES: Tenants are responsible to contract for all utility services. This includes gas, water, electricity and trash services. If there are shared utilities on a property, a ratio utility billing system (RUBS) is the method used to calculate the utility consumption of the shared utilities based on unit square footage and occupancy. Residents are then billed on a monthly basis based on their calculated utility consumption. If you have questions about utility costs, please contact the utility providers. The Home Company does not provide information on utility consumption or costs.