

\$35.00 Application Fee/Non-Refundable

DELAWARE REALTY MANAGEMENT LLC
AT COLDWELL BANKER ROWLEY REALTORS
2700 KIRKWOOD HIGHWAY
NEWARK, DELAWARE 19711
Delawarerealthomes.com

Phone(302)995-2535

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RENTAL APPLICATION

PROPERTY ADDRESS: _____ RENT AMT: _____ MOVE IN: _____

PERSONAL INFORMATION

APPLICANT'S FULL NAME: _____ BIRTHDATE: _____
SOCIAL SECURITY NUMBER: _____ HOME # () - WORK # () -

RESIDENCE HISTORY

PRESENT ADDRESS (INCL. ZIP CODE) _____

LANDLORD: _____ PHONE #: _____
CURRENT RENT: _____ HOW LONG AT ADDRESS: _____ WHY LEAVING _____

PREVIOUS ADDRESS: _____ RENTAMT: _____
LANDLORD: _____ PHONE# _____ HOW LONG _____

EMPLOYMENT INFORMATION

CURRENT EMPLOYER & ADDRESS: _____
SALARY: _____ SUPERVISOR _____ PHONE# _____ HOW LONG: _____

PREV EMP: _____ PHONE# _____ HOW LONG: _____

CO-RESIDENT INFORMATION

APPLICANT'S FULL NAME: _____ BIRTHDATE: _____
SOCIAL SECURITY NUMBER: _____ HOME # () - WORK # () -

RESIDENCE HISTORY

PRESENT ADDRESS (INCL. ZIP CODE) _____

LANDLORD: _____ PHONE #: _____
CURRENT RENT: _____ HOW LONG AT ADDRESS: _____ WHY LEAVING _____

PREVIOUS ADDRESS: _____ RENTAMT: _____
LANDLORD: _____ PHONE# _____ HOW LONG _____

EMPLOYMENT INFORMATION

CURRENT EMPLOYER & ADDRESS: _____
SALARY: _____ SUPERVISOR _____ PHONE# _____ HOW LONG: _____

PREV EMP: _____ PHONE# _____ HOW LONG: _____

CREDIT REFERENCES

BANK: _____ (APPLICANT) _____ (CO-APPLICANT)

CKINGACCT#S: _____ (APPLICANT) _____ (CO-APPLICANT)

SAVINGSACCT: _____ (APPLICANT) _____ (CO-APPLICANT)

OTHER INFORMATION

LIST ALL OTHER OCCUPANTS: _____

IN CASE OF EMERGENCY NOTIFY: _____ PHONE# _____

ANY PETS? ___ YES ___ NO (IF YES): TYPE _____ AGE/SEX ___ / ___ NAME _____

AUTO INFORMATION:

MAKE: _____ YEAR _____ COLOR _____ TAG# _____ STATE _____
MAKE: _____ YEAR _____ COLOR _____ TAG# _____ STATE _____

PLEASE INCLUDE COPIES OF PAYSTUBS AND DRIVER'S LICENSES

ADDITIONAL REMARKS: _____

Email Address: _____

Tenant must provide copy of renter's insurance prior to move in

Applicant agrees that he/she is renting the premises in "as is" condition, and that he/she will comply with all State, Federal and local ordinances applicable to the demised premises and will save lessor harmless from penalties, fines, costs or damages resulting from failure to do so. Possession will be given only after execution of lease in form generally used by Agent, and payment of deposit and first full month's rent and all other deposits have been made. It is hereby understood and agreed that Coldwell Banker Rowley Realtors is Agent only and that the owner has the right to reject this application.

This broker, any cooperating broker, and any salesperson working with either, are representing the Lessor's interest and have fiduciary responsibilities to the Lessor, but are obligated to treat all parties with honesty. The broker, any cooperating broker, and any salesperson working with either, without breaching the fiduciary responsibilities to the lessor, may, among other services, provide a potential Lessee with information about the attributes of properties, show properties, and assist in preparing an offer to rent. The broker, any cooperating broker, and any salesperson working with either, also have the duty to respond accurately and honestly to a potential Lessee's questions and disclose material facts about properties, submit promptly all offers to lease and offer properties without unlawful discrimination.

Applicant _____ Date _____ Applicant _____ Date _____

Fair Credit Reporting Act/Pre-Notification

This is to inform you that as part of our procedure for processing your application, an investigative report may be made whereby information is obtained through personal interviews with third parties such as Credit Reporting Agencies, family members, business associates, financial sources, friends, neighbors or others with whom you are acquainted. This inquiry includes information as to your character, general reputation, personal characteristics, mode of living, credit history, rental history, and employment history, whichever may be applicable. You have the right to make a written request within a reasonable period of time for a complete and accurate disclosure of additional information concerning the nature and scope of the investigation. The owner(s) of the property will also review credit, etc.

FOR OFFICE USE ONLY

Date Application Received: _____ Received

By: _____

This Application is: _____ Approved _____ Not Approved

By: _____ Move in Date: _____ \$

Received: _____

Reason/Explanation: _____

Delaware law requires real estate salespersons and brokers to provide this CIS to you at the earlier of your first scheduled appointment or the first showing of a property unless you are a tenant for 120 days or less. If your first contact is via fax or email, this CIS must be supplied with any other papers sent by electronic transmission. You must read and complete this CIS before you list your home for rent or go with a salesperson or broker to view homes to rent.

Customer first, then Client: You are a customer when you first contact a broker or salesperson. Once you have completed and signed this CIS, you may then become a client of that salesperson or broker, and he or she can start working for you.

Brokers and Salespersons as Statutory Agents: Under Delaware law, a real estate broker or salesperson is a statutory agent of yours unless you elect, in a written agreement, to enter into a common law agency relationship. A statutory agent is an independent contractor. He or she is NOT your fiduciary, but is an agent with duties specified by Delaware statutory law. Common law agency is explained on page 2.

Important Terms:

Client: The member of the public who is the principal in the statutory agency relationship.

Customer: A member of the public who is working with a licensee, but who has not yet entered into an agency relationship.

Delaware Real Estate Commission: The regulatory body which issues licenses to brokers and salespersons under Delaware law (licensee), and which hears complaints filed by the public with respect to licensees. License law and applicable rules and regulations are available on the Real Estate Commission's website at www.dpr.delaware.gov.

Designated Agent: An independent contractor working with you under statutory agency. He or she may be a broker or a salesperson.

Designated Subagent: A licensee working for you under statutory agency who is employed by a different brokerage organization than your designated agent.

Dual Agency: Whenever a dual agency relationship exists, the designated agent's broker of record and the brokerage organization may also be acting as dual agents. Examples are listed below:

1. If the same salesperson represents both the tenant and landlord in a transaction, then that salesperson, his or her broker of record and brokerage organization are all dual agents.
2. If the tenant and landlord are represented by two different salespeople working for the same broker of record, then the broker of record and the brokerage organization are both dual agents, but the salespersons are not.
3. If the tenant and landlord are represented by two different salespeople working for different brokers of record under the same brokerage organization, then the brokerage organization is a dual agent.

Statutory Agent: An agent with duties under Delaware statutory law, not common law fiduciary duties. The agent is a statutory agent unless specifically hired as a common law agent as explained on page 2.

Confidentiality: Brokers and salespersons have a duty of confidentiality to all parties from the moment of their first contact. **A broker or salesperson MAY NOT disclose the following information UNLESS the affected party has provided his or her informed consent:**

1. The tenant is willing to pay more rent than what has been offered.
2. The landlord is willing to accept less than the rent rate asked.
3. The landlord or tenant will agree to terms other than those offered.
4. Any personal motivations for any party to a transaction, **IF** that party has requested that the information be kept confidential.

Consumer Information Statement (CIS) for Consumers Seeking to

Rent Residential Property

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5. Other confidential information, **UNLESS** disclosure is required by law, or **UNLESS** failure to disclose would be fraud or intentional misrepresentation.
6. Facts or suspicions regarding circumstances which may psychologically impact or stigmatize property under Section 2930 of Title 24 of Delaware law unless by law it must be disclosed.
7. Facts or suspicions that someone is a registered sex offender under Delaware law. Information regarding registered sex offenders is available from the Delaware State Police at www.state.de.us/dsp/sexoff/index.htm.

Important Information:

1. The client and his or her broker and designated agent are not responsible for the wrongful actions of the other unless they had actual knowledge of the wrongful act, error, omission or misrepresentation; however, the person who was wrong is still responsible.
2. Notice given to a designated agent is considered notice to that designated agent's client. **Notice given to anyone else in the licensee's office is not considered notice to that client.**
3. Put it in writing! Statements and negotiations by a party are not binding until they are in writing and signed by the party.

Brokers and Salespersons MUST:

1. Comply with all applicable laws, including performing the duties required of him or her by the statute and rules and regulations of the Delaware Real Estate Commission.
2. Follow all other applicable laws, including laws governing fair housing and civil rights.
3. Perform as required by the terms of any written brokerage agreement, if one exists.
4. Exercise reasonable skill and care as a broker or salesperson.
5. Advise you to obtain expert advice on material matters outside his or her expertise.
6. Account to you in a timely manner for all money and property received.
7. Help to inform the parties regarding the progress of the transaction.

