

A FAMILY COMPANY

ROY BRILEY'S PROPERTY MANAGERS

A Division of Real Estate Brokers of Alaska

1577 C Street, STE 101B • Anchorage AK 99501

Office: 907-343-8944

Fax: 907-207-2909

Non-refundable \$25.00 application fee is due upon submission (Per Adult)

** No Cash or
Personal Checks. **

Please allow up to 24 hours to process applications

RENTAL APPLICATION

Desired Property: _____ Date of Application: _____

Will this property be used for?

Business

Residential

Primary Applicant

Name: _____

First

Middle Initial

Last

(Maiden)

Cell Phone: () _____ Home Phone: () _____ Work Phone: () _____

Email: _____ Preferred Method of Contact: _____

DOB: / / Social Security Number: - -

Driver's License #: _____ Issuing State: _____

Current Home Address: _____ Dates Occupied: / / to / /

City: _____ State: _____ Zip Code: _____ Rent or Owned? _____

Landlord's Name: _____ Landlord's Contact: _____ Rent Amount \$: _____

Previous Home Address: _____ Dates Occupied: / / to / /

City: _____ State: _____ Zip Code: _____ Rent or Owned? _____

Landlord's Name: _____ Landlord's Contact: _____ Rent Amount \$: _____

Current Employer: _____ Monthly Gross Pay \$ _____

Work Address: _____ City: _____ State: _____

Position/Title: _____ Dates: _____ to _____

Supervisor Name: _____ Phone Number: _____

Previous Employer: _____ Monthly Gross Pay \$ _____

Work Address: _____ City: _____ State: _____

Position/Title: _____ Dates: _____ to _____

Supervisor Name: _____ Phone Number: _____

Vehicle Information

List all vehicles to be parked on the premises. All vehicles must be in running condition with current tags:

Make & Model _____ Yr. _____ License Plate # _____ State _____

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Occupants

Adults _____ + Children _____ = Total # of Occupants _____

NOTE: All persons 18 and over MUST apply

Pets

of Cats: _____ + # of Dogs _____ = Total # of Pets _____

Name(s), Age(s) & Breed(s) of Each:

1) _____

2) _____

3) _____

*** All pets MUST be approved prior to applying as not all properties allow pets.**

Applicant represents that the above statements are true and correct and hereby authorizes Roy Briley Property Managers, A Division of Real Estate Brokers of Alaska, permission to run a credit check and background check. We will also call all employment and rental references listed. By signing below, you also give permission for this information to be shared with the owner of the property we are seeking to rent.

Applicant signature: _____ Date: _____

Applicant signature: _____ Date: _____

Application Fee of \$25.00 Per Adult (Non-Refundable) is due at time of application. Please bring your Driver's license when bringing the application to the office. A copy will be made.



ALASKA REAL ESTATE COMMISSION CONSUMER DISCLOSURE

This Consumer Disclosure, as required by law, provides you with an outline of the duties of a real estate licensee (licensee). This document is not a contract. By signing this document you are simply acknowledging that you have read the information herein provided and understand the relationship between you, as a consumer, and a licensee. (AS 08.88.600 – 08.88.695)

There are different types of relationships between a consumer and a licensee. Following is a list of such relationships created by law:

Specific Assistance

The licensee does not represent you. Rather the licensee is simply responding to your request for information. And, the licensee may "represent" another party in the transaction while providing you with specific assistance.

Unless you and the licensee agree otherwise, information you provide the licensee is not confidential.

Duties **owed** to a consumer by a licensee providing specific assistance include:

- a. Exercise of reasonable skill and care;
- b. Honest and good faith dealing;
- c. Timely presentation of all written communications;
- d. Disclosing all material information known by a licensee regarding the physical condition of a property; and
- e. Timely accounting of all money and property received by a licensee.

Representation

The licensee represents only one consumer unless otherwise agreed to in writing by all consumers in a transaction.

Duties **owed** by a licensee when representing a consumer include:

- a. Duties owed by a licensee providing specific assistance as described above;
- b. Not intentionally take actions which are adverse or detrimental to a consumer;
- c. Timely disclosure of conflicts of interest to a consumer;
- d. Advising a consumer to seek independent expert advice if a matter is outside the expertise of a licensee;
- e. Not disclosing consumer confidential information during or after representation without written consent of the consumer unless required by law; and
- f. Making a good faith and continuous effort to accomplish a consumer's real estate objective(s).

Neutral Licensee

A neutral licensee is a licensee that provides specific assistance to both consumers in a real estate transaction but does not "represent" either consumer. A neutral licensee must, prior to providing specific assistance to such consumers, secure a Waiver of Right to be Represented (form 08-4212) signed by both consumers.

Duties **owed** by a neutral licensee include:

- a. Duties owed by a licensee providing specific assistance as described above;
- b. Not intentionally taking actions which are adverse or detrimental to a consumer;
- c. Timely disclosure of conflicts of interest to both consumers for whom the licensee is providing specific assistance;
- d. If a matter is outside the expertise of a licensee, advise a consumer to seek independent expert advice;
- e. Not disclosing consumer confidential information during or after representation without written consent of the consumer unless required by law; and
- f. Not disclosing the terms or the amount of money a consumer is willing to pay or accept for a property if different than what a consumer has offered or accepted for a property.

If authorized by the consumers, the neutral licensee may analyze and provide information on the merits of a property or transaction, discuss price terms and conditions that might be offered or accepted, and suggest compromise solutions to assist consumers in reaching an agreement.

Designated Licensee

In a real estate company, a broker may designate one licensee to represent or provide specific assistance to a consumer and another licensee in the same office to represent or provide specific assistance to another consumer in the same transaction.

ACKNOWLEDGEMENT:

I/We, _____ have read the information provided in this Alaska Real Estate
(print consumer's name(s))
Consumer Disclosure and understand the different types of relationships I/we may have with a real estate licensee. I/We
understand that _____ of _____
(licensee name) (brokerage name)
will be working with me/us under the relationship(s) selected below.

(Initial)

- _____ **Specific assistance without representation.**
- _____ **Representing the Seller/Lessor only.** (may provide specific assistance to Buyer/Lessee)
- _____ **Representing the Buyer/Lessee only.** (may provide specific assistance to Seller/Lessor)
- _____ **Neutral Licensee.** (must attach Waiver of Right to be Represented, form 08-4212)

Date: _____ Signature: _____
(Licensee)

Date: _____ Signature: _____
(Consumer)

Date: _____ Signature: _____
(Consumer)

THIS CONSUMER DISCLOSURE IS NOT A CONTRACT

Applicant, tear this page off and take with you

Thank you for Applying with Roy Briley Property Managers!

(This form is for information purposes only to assist you through the application process. It is not an indication of applicant approval.)

ONCE APPROVED:

1. ___ Utilities need to be placed in your name with the move in date requested. Proof MUST be brought into office prior to move in.
2. ___ An Insurance policy for Renters Insurance MUST be obtained. A copy must sent to us prior to move in.
3. ___ You must be prepared to make two forms of payment, one for a security deposit and one for 30 (thirty) full days of rent. There are occasions where the owner may ask for additional payments; such as last month rent or additional pet deposits. MONEY ORDER ONLY
4. ___ Set a date and time to sign the lease. (All adults must sign lease prior to keys given)
5. ___ After the lease signing, a walk in of the property is performed.
6. ___ Keys will NOT be given to you until, utilities are in your name (proof required) and we have Insurance Policy showing you had Renters Insurance.