

VALLEY KING PROPERTIES

Date \_\_\_\_\_

WHEN do you need to move? \_\_\_\_\_ HOW did you hear about us? \_\_\_\_\_ 1st Agent \_\_\_\_\_ 2nd Agent \_\_\_\_\_

HAVE you ever been to an Apartment Locating Service Before? Y \_\_\_ N \_\_\_ What Company? \_\_\_\_\_

1. Name \_\_\_\_\_ Phone # \_\_\_\_\_ Text? Y/N Email \_\_\_\_\_

2. Name \_\_\_\_\_ Phone # \_\_\_\_\_ Text? Y/N Email \_\_\_\_\_

•Current Rental History: \_\_\_\_\_ •How long have you been there? \_\_\_\_\_ •Lease completed? Y N

•Why Are You Moving? \_\_\_\_\_ •Are you current on your rent? Y N •Did you give a written 30-day notice? Y N

•Previous Rental History: \_\_\_\_\_ •How long were you there? \_\_\_\_\_ •Lease completed? Y N

•Do you have good rental history? Y N •When & Where? \_\_\_\_\_

•Have you ever been evicted or broken a lease? Y N •When & Where? \_\_\_\_\_

•Do you owe any landlords money? Y N •How is your credit? Great \_\_\_\_\_ Fair \_\_\_\_\_ Poor \_\_\_\_\_ None \_\_\_\_\_ Unsure \_\_\_\_\_

•Have you ever filed Bankruptcy? Y N •Is it discharged? Y N •Do you have a co-signer? Y N •Who? \_\_\_\_\_

•Have you ever been arrested, charged with a misdemeanor, or convicted of a felony? Y N When? \_\_\_\_\_

•What was the charge(s)? \_\_\_\_\_ •Are you on probation & when is it complete? Y N \_\_\_\_\_

EMPLOYMENT INFORMATION

1. Current Employment \_\_\_\_\_ Length of Employment \_\_\_\_\_ Position \_\_\_\_\_

Work Phone # \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Gross Monthly Income \_\_\_\_\_ Any Add. Income? \_\_\_\_\_

Previous Employment \_\_\_\_\_ Length of Employment \_\_\_\_\_ Position \_\_\_\_\_

2. Current Employment \_\_\_\_\_ Length of Employment \_\_\_\_\_ Position \_\_\_\_\_

Work Phone # \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Gross Monthly Income \_\_\_\_\_ Any Add. Income? \_\_\_\_\_

Previous Employment \_\_\_\_\_ Length of Employment \_\_\_\_\_ Position \_\_\_\_\_

START YOUR SEARCH

Bedrooms \_\_\_\_\_ Bathrooms \_\_\_\_\_ # of Pets \_\_\_\_\_ Type C - D Breed \_\_\_\_\_ lbs. \_\_\_\_\_ Age of Pets: \_\_\_\_\_

Location Boundaries: N \_\_\_\_\_ S \_\_\_\_\_ E \_\_\_\_\_ W \_\_\_\_\_

How many people will be occupying the apartment? \_\_\_\_\_ # of Occupants 18yrs and older? \_\_\_\_\_

What is the absolute highest rental amount you can afford? \_\_\_\_\_ •Lease Term \_\_\_\_\_

What is most important to you in selecting your new Apartment Home? \_\_\_\_\_

Have you seen any Apartments that you like? Y N Where \_\_\_\_\_

Are you still considering renting at that community? Y N •Have you left any deposits or application fees? Y N

•Today, do you have: Application fees / holding deposit (Approx. \$300) Y N •Money for total move in, including rent plus deposits? Y N

•What is the absolute most you can afford for Total move-in costs (this includes 1st months' rent & deposits)? \_\_\_\_\_

Agent Information:

Leasing agent tour verification signature: \_\_\_\_\_ Tour date: \_\_\_\_\_ Tourtime: \_\_\_\_\_

Table with 7 columns: Community, Apt. #, Base Rent, Lease Start Date, Lease Term, Bonus, Verified By

AGENT ONLY: IS THE PROPERTY YOU ARE PLACING AT CURRENTLY CONTRACTED? Yes \_\_\_ No \_\_\_



# **WELCOME TO VALLEY KING PROPERTIES!**

**PLEASE READ AND FOLLOW THESE INSTRUCTIONS TO HELP YOU OBTAIN QUICK AND  
THOROUGH SERVICE:**

**Our team is committed to finding you a place to call home TODAY!**

- Please fill out the questionnaire on the reverse side **COMPLETELY** and **TRUTHFULLY**. If you are not honest about the information **you write in**, you will not only be doing yourself a disservice, you will keep us from providing the best possible service to you. We are here to help!
- When we find you an apartment, the apartment community will require that you apply and put a holding deposit down on the apartment. **Application and holding fees usually amount between \$250 - \$350**, to secure your new home. If you do not have \$250 - \$350 available to you today, we would like you to discuss that with your agent first, so that we can strategize the best approach to obtain your new apartment home.
- Our service is FREE to you, however, we may be required to accompany you on your first visit to view that property. If you are unable to view the property today, we will ask you to set up a better time with your agent to view the community together. **Always remember to communicate with your Valley King Agent.**
- In the case that we send you to a property to view on your own, we ask for your assistance in reminding the property that **Valley King Properties referred you**. Also, give the apartment community your **Valley King agent's business card**.

Please sign below to acknowledge that you have received these instructions and understand them.

Signature: \_\_\_\_\_

**Thank you for your business!! We look forward to helping you find your new home.**

*Please let us know when you have completed the survey.*

**BE PREPARED TO RENT**