

ERA APPLICATION FORM RULES & GUIDELINES

Proof of income must be provided showing a Gross Monthly Income equaling a MINIMUM of 3x the amount of rent. Child support or alimony is not considered in the income requirements. Any record of FELONIES or EVICTIONS will be REJECTED. Chapter 7 Bankruptcies must be discharged. We require 1st mo., last mo. and a Security Deposit of equal amounts of the rent prior to move in.

ERA Advantage Realty requires **ALL** of the following along with the **completed application form** in order to process your application and perform a background check:

- 1. Application Fee:** \$50.00 per person over 18 years of age. This fee can be **exact cash**, money order or certified check. Please make money order or cashier's check payable to ERA Advantage Realty. **The application fee is non-refundable.**
- 2.** Copy of all adults **driver's licenses**.
- 3. Proof of income: Copy of 4 Pay Stubs or a letter on company letterhead** stating monthly or yearly earnings, date you started work or will start and rate of pay. If you are **Self Employed**, we will need 2 years of income tax returns. **Retirement and Disability** pay will require a copy of your annual letter.
- 4.** Please be sure to **sign** the bottom of **Landlord Verification** form only. **DO NOT COMPLETE.**
- 5.** Copy of Veterinary Records showing updated rabies shots and license.
- 6. Photo of Pet(s) Note: \$150 non refundable fee per pet**

Security Deposit: (It is always the same amount as the Rental Fee. In order to hold the property, the Security Deposit is required within 24 hours of an approved application.) Please make a Money Order or Cashier's Check payable to ERA Advantage Realty.

Location: Please note: It is not necessary to physically meet with your rental agent to submit your application. You may come to our office located at 901 Tamiami Trail, Port Charlotte, FL 33953 and leave your application with a secretary between the hours of **8:30 – 5:30 Monday thru Friday OR 9:00 – 5:00 on Saturday**

If it is after hours, you may place your application in the **"Drop Slot"** of the front door "Property Management". Please place in an envelope with your Rental Agent's 1st name on the envelope along with the **date and time**. Please **call or text** your Rental Agent and notify them that you have dropped off your application. Thank you.

ERA is located at 901 Tamiami Trail (US 41) in Port Charlotte, FL 33953.

Directions: If travelling N on 41 from Port Charlotte, you will need to make a U-turn at the Toledo Blade light and we will be the 1st bldg. on your right or you can take a left at the Toledo Blade light and take 1st Left on Seymour and turn left into 2nd driveway into our back parking lot (yellow building with tin roof).

If travelling S on 41 from North Port, we are the 1st building on the Right after you go thru the Toledo Blade light.

If travelling from Englewood on 776 going East, take a Left at Toledo Blade, Right on US 41, and we are the 1st building on the Right. **Look for ERA** (Red, White & Blue **Sign**)

ERA Advantage Realty appreciates your business. Thank you.