



# Solstice Realty, LLC

3830 Williamsburg Park Blvd, Suite 7-G  
Jacksonville, FL 32257  
Phone/Fax: (904) 886-3100/886-3105  
Email: [myrealtor@solsticeRealty.net](mailto:myrealtor@solsticeRealty.net)  
[www.solsticerealty.net](http://www.solsticerealty.net)

## TENANT'S INFORMATION RELEASE FORM

- Submit Rent Application with
- 1) Application fees
  - 2) Copies of Drivers Licenses
  - 3) Three most recent check stubs
  - 4) Supporting documents

Today's Date: \_\_\_\_\_

Tenants' Full Names: 1) \_\_\_\_\_ 2): \_\_\_\_\_

ATTN (Name of Current/Previous Landlord): \_\_\_\_\_

Landlord's Phones: \_\_\_\_\_

Landlord's Email \_\_\_\_\_ Fax: \_\_\_\_\_

Tenant's address: \_\_\_\_\_

**Note:** Tenant needs to fill out the **STAR** areas **ONLY** and sign & date at the bottom. Property manager/ Landlord will complete the rest.

The purpose of this correspondence is to request rent payment history for Solstice Realty to determine a level of credit worthiness to process the above tenants' application.

Tenants' contract date: From \_\_\_\_\_ To \_\_\_\_\_

How long have the tenants rented from you? \_\_\_\_\_ Months \_\_\_\_ Year (s)

Do the tenants always pay their rent in full on time? \_\_\_\_ Yes \_\_\_\_ No

If No, how many times were they late during their contract time? \_\_\_\_ (times).

Please explain: \_\_\_\_\_

Have the tenants given acceptable notices about not renewing their lease? \_\_\_\_ Yes \_\_\_\_ No

Are the tenants facing eviction? \_\_\_\_ Yes \_\_\_\_ No

Are the tenants leaving the property in an acceptable condition? \_\_\_\_ Yes \_\_\_\_ No

Would the tenants be eligible to rent from you again? \_\_\_\_ Yes \_\_\_\_ No

Any additional concerns: \_\_\_\_\_

Your assistance is greatly appreciated.

Authorized by



\_\_\_\_\_  
Tenant's Signature

\_\_\_\_\_  
Date



\_\_\_\_\_  
Tenant's Signature

\_\_\_\_\_  
Prop Manager's or Landlord's Name &

\_\_\_\_\_  
Signature

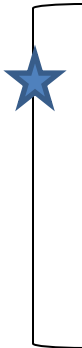
\_\_\_\_\_  
Date



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**Note:** Tenant needs to fill out the **STAR** areas ONLY and sign & date at the bottom. Employer will complete the rest.

## Employee's Information Release Authorization



Today's Date: \_\_\_\_\_

Employee's First & Last Name: \_\_\_\_\_

ATTN (Name of Current Employer): \_\_\_\_\_

Employer's Phones: \_\_\_\_\_

Employer's Fax: \_\_\_\_\_

Employer's Email: \_\_\_\_\_

Work Address: \_\_\_\_\_

The purpose of this correspondence is to authorize your employer to release the following employment information to Solstice Realty to determine a level of credit worthiness to process the above tenants' application.

Employee's date of employment: From \_\_\_\_\_ To \_\_\_\_\_

What is the employee's **hourly** income \$\_\_\_\_\_ &/or **monthly** income \$\_\_\_\_\_

Will the employee continue working for your company in the next 12 months? \_\_\_ Yes \_\_\_ No

Any additional concerns: \_\_\_\_\_

Your assistance is greatly appreciated.

Authorized by



\_\_\_\_\_  
Tenant's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Tenant's Signature

\_\_\_\_\_  
Print Employer's Name &

\_\_\_\_\_  
Employer's Signature

\_\_\_\_\_  
Date

**Note:** All areas of the application must be filled out completely.



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**Note:** Tenant needs to fill out the **STAR** areas ONLY and sign & date at the bottom. Property manager/ Landord will complete the rest.

## Employee Information Release Authorization

★ Today's Date: \_\_\_\_\_  
 Employee's First & Last Name: \_\_\_\_\_  
 ATTN (Name of Current Employer): \_\_\_\_\_  
 Employer's Phones: \_\_\_\_\_  
 Employer's Fax: \_\_\_\_\_  
 Employer's Email: \_\_\_\_\_  
 Work Address: \_\_\_\_\_

The purpose of this correspondence is to authorize your employer to release the following employment information to Solstice Realty to determine a level of credit worthiness to process the above tenants' application.

Employee's date of employment: From \_\_\_\_\_ To \_\_\_\_\_  
 What is the employee's **hourly** income \$ \_\_\_\_\_ &/or **monthly** income \$ \_\_\_\_\_  
 Will the employee continue working for your company in the next 12 months? \_\_\_ Yes \_\_\_ No  
 Any additional concerns: \_\_\_\_\_  
 \_\_\_\_\_

Your assistance is greatly appreciated.

Authorized by

<span style="font-size: 2em; color: blue;">★</span> _____ Tenant's Signature	_____ Date	_____ Tenant's Signature
_____ Print Employer's Name &	_____ Employer's Signature	_____ Date



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## PROPERTY MANAGER’S AND/OR LANDLORD’S ACCESS TO THE PREMISES ADDENDUM

Tenant(s) agree that the property manager or landlord shall have the authority to come to the premises on a quarterly basis or as needed to evaluate the overall condition of the property and take pictures of the property (inside and outside) for the landlord or as requested, given proper notices are communicated with the tenants. This addendum complements the LANDLORD’S ACCESS TO THE PREMISES clause from your lease agreement.

Authorized by

Type Tenants’ Full Names: 1) \_\_\_\_\_ 2): \_\_\_\_\_  
1) \_\_\_\_\_ 2): \_\_\_\_\_

\_\_\_\_\_  
Tenant’s Signature                      Date                      Tenant’s Signature

# Pet Application

Tenant(s) Name: \_\_\_\_\_ Date: \_\_\_\_\_

Address Applying for: \_\_\_\_\_

Pet Fee of \$300.00 (per pet, paid to Solstice Realty) must accompany the completed application form provided to you by our company. All pet application fee(s) are nonrefundable. A photo of the pet must be attached to the Pet Application. We are unable to approve any dogs that are considered a vicious breed, including but not limited to the following: German Shepherds, Dobermans, Pit Bulls, Boxers, Dalmatians, Chows, Rotweillers, Staffordshire Terriers, Presa Canarios, Akitas, Alaskan Malamutes, Wolf Hybrids or Huskies or any part thereof. **In the event of a large mixed breed dog, a letter of a mix thereof breeds from a veterinarian may be required.**

Some properties may require higher pet fee(s) or Security Deposit along with a minimum monthly pet rent of \$25.00 per pet to be added to the rent. If a pet dies or is removed from the property during the lease period, the monthly pet rent will continue until the next renewal period.

Any false information will be considered grounds for rejection of the application. Solstice Realty and its agents reserve the right to meet the pet prior to final approval of application.

## **Pet Information:**

Type: \_\_\_\_\_ Name of pet: \_\_\_\_\_ Breed: \_\_\_\_\_  
Age: \_\_\_\_\_ Weight: \_\_\_\_\_ License #: \_\_\_\_\_  
Crate Trained: Y \_\_\_/N \_\_\_ House Broken: Y \_\_\_/N \_\_\_ Shots Current: Y \_\_\_/N \_\_\_

I/We the Owner(s) of the above described pet do hereby certify the following:

- 1) My/our pet is well trained, is not dangerous to others and does not have a propensity to be vicious.
- 2) My/our pet has never bitten, clawed or caused harm to another person.
- 3) In the event the pet produces a litter, I/We agree to keep them at the rental premises no longer than one month past weaning.
- 4) I/We shall not engage in any commercial pet-raising activities.
- 5) Should I/We desire additional pets, I/We agree to apply to Solstice Realty's agent for Owner to provide written approval prior to pet occupancy.
- 6) I/We agree to keep the pet from becoming a nuisance to neighbors. This includes controlling the barking of the pet, if necessary and cleaning up any animal waste in the yard or on public or common areas.
- 7) In the event that my/our pet causes damage or destruction to the property, I/We agree that all costs of said damage or destruction shall come out of my/our security deposit as stipulated in the lease agreement. Should the security deposit be insufficient to cover the cost of any pet damage or destruction, then I/We agree to be financially responsible for damages above and beyond the amount of my/our security deposit.
- 8) If the pet becomes a nuisance or causes damage or destruction to the premises or otherwise violates the terms of this pet application, Solstice Realty may terminate the pets' right of occupancy as agreed and/or my/our lease agreement.
- 9) I/We do hereby agree to the terms and conditions of the Pet Application Form this \_\_\_\_\_ day of \_\_\_, 20\_\_

\_\_\_\_\_  
Tenant Applicant's Signature

\_\_\_\_\_  
Tenant Applicant's Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Printed Name