



ERA Knight Realty Application Process

Welcome to ERA Knight Realty, Inc. **We ask that you review the following application process prior to filling out the application** and please feel free to discuss any concerns you may have in regards to the application process. *Thank you for your interest in an ERA Knight Realty, Inc property.*

1. \$35 application fee for each applicant over the age of 18
 2. Each applicant over 18 MUST fill out a separate application
 3. Application fee must be made in CASH or CERTIFIED FUNDS, made payable to ERA Knight Realty, Inc. or payable via PayPal (see instructions)
 4. All applications are subject to credit approval, work history, and rental history.
 5. **Each applicant will need to provide the following items in order for the application to be processed:**
 - **Copy of State Issued ID (drivers license, passport, state ID)**
 - **Copy of Social Security Card**
 - **2 recent payroll check stubs, if self-employed, please provide last year's tax return or 2 recent bank statements.**
 - **Color photo of any and all pets that will be living in/on the property being applied for.**
1. While your application is being processed, the property applied for will remain available until you are approved and we have received all move-in monies and a signed lease.
 2. Move-in monies are to be made in CERTIFIED FUNDS or CASH.
 3. Move-in date is to start within (14) *fourteen days* of lease signing unless otherwise negotiated.

****Please do not include any additional monies at the time of Application other than the Application Fee****

Submit your COMPLETED application(s):

- Via Fax to 704-892-9661 Attn: Pamela Greene
- Via email to Pamela@PamelaGreene.net
- Mail or hand deliver to ERA Knight Realty, Inc., Attn: Pamela Greene
19701-A West Catawba Ave.
Cornelius, NC 28031

Pet Policy: Due to the nature of the breeds, ERA Knight Realty, Inc. does not accept Rottweilers, Pitbulls, Chows, German Shepherds, Doberman Pinchers, Presna Canarios, or any mix of those breeds. All properties will require a minimum \$250 non-refundable pet fee. Please ask concerning pet requirements on each property. ****Please fill out a pet application for each pet**** Pet application can be found at www.LakeNormanRentals.com on the right hand side.

Note: *The undersigned also acknowledges that the property previewed will be leased in as-is condition unless the undersigned has been given in writing, a list of repairs, renovations, yard work, or cleaning that will be done prior to move in.*

Sign: _____ Date: _____

Sign: _____ Date: _____

Pay Pal Instructions:

Log onto www.PayPal.com
Select the "Personal" Tab
Select the "Send Money" Tab
Enter in \$35, \$70, \$105, etc. (\$35 for each applicant)
Check "Friends and Family" (you will be responsible for the convenience fees associated with this transaction)
Click Continue
Enter the following email address into the "TO" field: pamela@pamelagreene.net
Enter YOUR email address into the "FROM" field
Click Continue
Fill in the form and provide your CREDIT CARD Information and follow the instructions from there.

NOTE: If you use a check to make your application payment online via PayPal, it will take PayPal 7-10 days to process your payment, therefore, ERA Knight Realty cannot process your application until we receive notice of confirmation from PayPal that your check has been processed.

NOTE: If you use a debit or credit card to make your application payment online via PayPal, you acknowledge that you will be responsible for any and all charges (approx. \$2.33) associated from PayPal by choosing this option. Should we receive a payment that is LESS than the application fee, we will add in the additional fees that will need to be paid prior to move in.

ERA Knight Realty, Inc.
 19701-A West Catawba Ave
 Cornelius, NC 28031
 704-892-7373
 704-892-9661



AmerUSA.net Rental Application

Applicant Information			
Property address applying for:			
Name:			
Date of birth:	SSN:	Phone:	
Current address:			
City:	State:	ZIP Code:	
Own Rent (Please circle)	Monthly payment or rent:		How long?
Previous address:			
City:	State:	ZIP Code:	
Owned Rented (Please circle)	Monthly payment or rent:		How long?
Employment Information			
Current employer:			
Employer address:			How long?
City:	State:	ZIP Code:	
Phone:	E-mail:	Fax:	
Position:	Hourly Salary (Please circle)	Annual income:	
Emergency Contact			
Name of a person not residing with you:			
Address:			
City:	State:	ZIP Code:	Phone:
Relationship:			
References			
Name:	Address:	Phone:	
Have you ever been convicted of a crime? (yes / no) If so, please explain all offenses including where, when and why:			
Have you ever been evicted? (yes / no) If so, please explain where, when and why:			
I acknowledge that falsification or omission of any information on this rental application may result in the immediate dismissal or retraction of an offer of tenancy. I hereby voluntarily consent to and authorize the AmerUSA Corporation ("AmerUSA"), acting as the landlord's designated screening organization for the above referenced rental property, to obtain my consumer report and render a credit decision. I further authorize all persons and organizations that may have information relevant to this research to disclose such information to the landlord's authorized agent, AmerUSA. I hereby release the landlord and its authorized agent, AmerUSA, from all claims and liabilities of any nature in connection with this research, results and decision. A photocopy of this authorization will be considered valid. I understand that I have specific prescribed rights as a consumer under the federal Fair Credit Reporting Act ('FCRA') and have received a copy of those rights titled "FCRA Summary of Rights."			
Signature of applicant:			Date: