

Pre-Screening Tenancy Application

Applicant [1]			
Full Name: (Last Name)	(First Name)	(Middle Initial)	D.O.B: / /
Phone (Home): () -		Phone (Mobile): () -	Phone (Work): () -
Current Address:		E-Mail Address	

Applicant [1] – Previous Rental History			
Address:		Monthly Rental Rate Paid: \$	
Property Manager or Lessor's Name:	Phone Number: () -	Frequency of Payments: <input type="checkbox"/> per week <input type="checkbox"/> fortnight <input type="checkbox"/> month	
Property Manager's or Lessor's Address:		E-Mail Address	
Rental Dates: From: / / To: / /	Reason for Leaving:		
Have you ever been evicted from a rental property?			
Have you declared bankruptcy in the past seven (7) years?			
Have you had two or more late rental payments in the past year?			

Applicant [1] – Employment Details			
Occupation:	Employer:		
Employer's Address:	Employment Dates From: / / - To: / /		Supervisor's E-mail Address:
Supervisor's Name:	Supervisor's Phone Number:		
Monthly Gross Income: \$			

Applicant [1] – Personal References			
Please provide at least 2 personal references (excluding family) and 2 professional references.			
1. Name:	Relationship to Applicant [1]:		
Address:	Contact Number: () -		
2. Name:	Relationship to Applicant [1]:		
Address:	Contact Number: () -		
3. Name:	Relationship to Applicant [1]:		
Address:	Contact Number: () -		
4. Name:	Relationship to Applicant [1]:		
Address:	Contact Number: () -		

Ocean Terrace Holdings, LLC

4050 La Grande Princesse, Ste. 9-A
 Christiansted, St. Croix USVI 00820
 Phone: (340) 713-0264

Applicant [1] – Emergency Contact(s)		
1. Name:	Relationship to Applicant [1]:	
Address:	Contact Number:	() -
2. Name:	Relationship to Applicant [1]:	
Address:	Contact Number:	() -

Applicant [2]			
Full Name: (Last Name)	(First Name)	(Middle Initial)	D.O.B: / /
S.S. #:		- -	
Phone (Home):	Phone (Mobile):	Phone (Work):	
() -	() -	() -	
Current Address:			E-Mail Address

Applicant [2] – Previous Rental History		
Address:		Monthly Rental Rate Paid:
		\$
Property Manager or Lessor's Name:	Phone Number:	Frequency of Payments:
	() -	<input type="checkbox"/> per week <input type="checkbox"/> fortnight <input type="checkbox"/> month
Property Manager's or Lessor's Address:		E-Mail Address
Rental Dates:	Reason for Leaving:	
From: / / - To: / /		
Have you ever been evicted from a rental property?		
Have you declared bankruptcy in the past seven (7) years?		
Have you had two or more late rental payments in the past year?		

Applicant [2] – Employment Details		
Occupation:	Employer:	
Employer's Address:	Employment Dates	
	From: / / - To: / /	
Supervisor's Name:	Supervisor's Phone Number:	Supervisor's E-mail Address:
Monthly Gross Income:		
\$		

Applicant [2] – Personal References		
Please provide at least 2 personal references (excluding family) and 2 professional references.		
5. Name:	Relationship to Applicant [2]:	
Address:	Contact Number:	() -
6. Name:	Relationship to Applicant [2]:	
Address:	Contact Number:	() -
7. Name:	Relationship to Applicant [2]:	
Address:	Contact Number:	() -

Ocean Terrace Holdings, LLC

4050 La Grande Princesse, Ste. 9-A
Christiansted, St. Croix USVI 00820
Phone: (340) 713-0264

8. Name:	Relationship to Applicant [2]:
Address:	Contact Number: () -

Applicant [2] – Emergency Contact(s)

3. Name:	Relationship to Applicant [2]:
Address:	Contact Number: () -
4. Name:	Relationship to Applicant [2]:
Address:	Contact Number: () -

Vehicle(s):

1. Vehicle Make:	Vehicle Model:	
Vehicle Color:	Vehicle Year:	Vehicle License Plate:
2. Vehicle Make:	Vehicle Model:	
Vehicle Color:	Vehicle Year:	Vehicle License Plate:

Pet(s)

1. Do you have a pet that will be living on the property? <input type="checkbox"/> Yes <input type="checkbox"/> No	2. Do you have a second pet that will be living on the property? <input type="checkbox"/> Yes <input type="checkbox"/> No
Pet Type:	Pet Type:
Is your pet spayed or neutered? <input type="checkbox"/> Yes <input type="checkbox"/> No	Is your pet spayed or neutered? <input type="checkbox"/> Yes <input type="checkbox"/> No
Pet Weight?	Pet Weight?

Banking

Do you have a Bank Account? <input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, please provide name of banking institution.
---	---

Property Information

Desired Property Plot 8 & 9 Orange Grove, Unit _____, St. Croix, USVI 00820	Desired Lease Duration:
Desired Move-In Date:	Desired Rent: \$
Desired Number of Bedrooms	Desired Number of Bathrooms
Furnished <input type="checkbox"/> Yes <input type="checkbox"/> No	If you would like unit to be partially furnished, please describe what is requested?

Additional supporting documentation is required in order for your application to be accepted as complete and to be considered for review.

- Verification of Income for each applicant
- Verification of bank account balance(s)
- Copy of Driver's License or other legal form of identification to include (U.S. Birth Certificate or Registration of Birth, US Passport or Passport Card, Certificate of Naturalization*, Certificate of Citizenship*, Permanent Resident Card*) * Subject to Verification.
- Non-refundable \$20.00 screening fee, for each applicant, payable by check, money order, credit card or ACH bank transfer. Note, there will be a 2% fee charged should you opt to pay by credit card. Please request e-invoice should you opt to remit payment via credit card or ACH bank transfer. **Note, the \$20.00 screening fee does not reserve any agreement to rent with Ocean Terrace.**

Ocean Terrace Holdings, LLC

4050 La Grande Princesse, Ste. 9-A
Christiansted, St. Croix USVI 00820
Phone: (340) 713-0264

Privacy Statement

This form collects personal and other information about you, your spouse/partner, your emergency contact and your referees. Providing this information to us will help us to process your application in a prompt and efficient manner.

By providing this information to us (the landlord or property manager, of the property above), you represent and warrant that the information is correct, up-to-date, accurate and not misleading. If you are providing information about a third party, you represent and warrant to us that you have the authority of that third party to provide their information to us in accordance with the terms of this application

You authorize us to:

- collect and use this information for: (a) assessing your creditworthiness; (b) assessing your suitability for the tenancy; (c) managing and monitoring your tenancy if this application is successful; (d) communicating this application with you if this application is successful; and (e) enforcing any Tenancy Tribunal order against you;
- disclose information about you, whether collected from you directly or from any other source, to any credit provider, credit reporter, debt collection agency and/or tenancy information reporting agency (including Tenancy Information New Zealand Limited), (together "Authorized Agencies") for the purposes of the relevant Authorized Agency providing reports to, or obtaining reports for, us relating to your creditworthiness, tenancy history and/or any other matter that may be useful in assessing your application; and
- allow Authorized Agencies to hold, use and disclose your information so that they can provide credit reporting, reference checking, tenancy information reporting and/or debt collection services to its subscribers or other third parties. By signing this document, I confirm that the information on this form is true and correct and I have read the Privacy Statement as set out above.

By signing this documents, I am acknowledging that:

- this is a routine pre-screening of the respective Tenancy Application;
- this is NOT an agreement to rent;
- any agreement entered into in confidence of information provided above, and found to be a misstatement, will be terminated by Landlord.

Agreed by (Signature)

Print

Date

Agreed by (Signature)

Print

Date