



Hoff Property Management

APPLICATION FOR HOUSING



INSTRUCTIONS & APPLICATION FEE:

1] Call or text (907) 315-0786, noon to 8:00 pm AK time to confirm vacancy.

2] Fill out application, include copy of ID.

Note: There is a \$125 application fee charged at lease signing for the one selected applicant.

3] Text images of all documents to 907-315-0786 or email to jimhoff@me.com

Please be very thorough--especially if your credit is not superior. We are required to select the best applicant by the owner's criteria—not first-com, first served.

Property (street name) applying for _____

Rent amount/month \$_____ Smokers? _____

Dates of the lease? _____ to _____ Do you have the entire security deposit & utility funds available? _____

Primary Tenant First name _____ Initial _____ Last _____

Mailing Address _____ City _____ State _____ Zip _____

Date of birth ____ / ____ / ____ Social security number _____ ID# _____*

Have you been Evicted? _____ Are there any judgements against you? _____ Any criminal history? _____

***PLEASE INCLUDE A COPY OF YOUR PICTURE ID OR WE CAN'T PROCESS YOUR APPLICATION**

Cell phone _____ Home ph _____ Work ph _____ Email _____

Current physical address _____ City _____ State _____ Zip _____

Current landlord name _____ Phone number _____

Dates lived there _____ thru _____ Reason for moving _____

Former physical address _____ City _____ State _____ Zip _____

Former landlord name _____ Phone number _____

Dates lived there _____ thru _____ Reason for moving _____

Employer, job title _____ Phone _____ How long _____ Yearly income _____

Former employer, title _____ Phone _____ How long _____ Yearly income _____

Car year, make, color & license number _____

Children, their ages, other emergency info _____

Pet info _____

Other Stuff _____

CONSENT TO RELEASE OF INFORMATION: APPLICANTS CONSENT TO RELEASE OF THE ABOVE INFORMATION TO HOFF PROPERTY MANAGEMENT AND ITS AGENTS, CONSENT TO A CREDIT REPORT AND BACKGROUND CHECK, AND HEREBY REPRESENT THAT THE INFORMATION PROVIDED IS TRUE AND CORRECT. HOFF PROPERTY MANAGEMENT IS EMPLOYED BY AND REPRESENTS THE INTERESTS OF THE OWNER OF THE PROPERTY AND NOT THE RESIDENT.

AUTHORIZATION TO OBTAIN CREDIT REPORT: I HEREBY CONSENT TO ALLOW HOFF PROPERTY MANAGEMENT THROUGH ITS DESIGNATED AGENT AND ITS EMPLOYEES, TO OBTAIN AND VERIFY MY CREDIT INFORMATION FOR THE PURPOSE OF DETERMINING WHETHER OR NOT TO LEASE AN APARTMENT TO ME. I UNDERSTAND THAT SHOULD I LEASE AN APARTMENT, HOFF PROPERTY MANAGEMENT AND ITS AGENT SHALL HAVE THE CONTINUING RIGHT TO REVIEW MY CREDIT INFORMATION, RENTAL APPLICATION, PAYMENT HISTORY AND OCCUPANCY HISTORY FOR ACCOUNT REVIEW PURPOSES AND FOR IMPROVING APPLICATION REVIEW METHODS.

PRIVACY NOTICE: HOFF PROPERTY MANAGEMENT WILL NOT RELEASE YOUR PRIVATE INFORMATION TO OUTSIDE INDIVIDUALS, MARKETERS OR COMPANIES WITHOUT A COURT ORDER.

Tenant signature _____ date _____

If there is only one adult in your household check box ☐ and disregard page 2

APPLICATION FOR HOUSING, cont.

Co-Tenant: First name _____ Initial ____ Last _____

Mailing Address _____

City _____ State _____ Zip _____

Date of birth ____ / ____ / ____ Social security number _____ ID# _____*

Have you been Evicted? _____ Are there any judgements against you? _____ Any criminal history? _____

***PLEASE INCLUDE A COPY OR DISPLAY TO US A PICTURE ID OR WE CAN'T PROCESS YOUR APPLICATION**

Any corresponding info that is the same as above you may write "same" or " ` ` "

Cell phone _____ Home ph _____ Work ph _____ Email _____

Current physical address _____ City _____ State ____ Zip _____

Current landlord name _____ Phone number _____

Dates lived there _____ thru _____ Reason for moving _____

Former physical address _____ City _____ State ____ Zip _____

Former landlord name _____ Phone number _____

Dates lived there _____ thru _____ Reason for moving _____

Employer, job title _____ Phone _____ How long _____ Yearly income _____

Former employer, title _____ Phone _____ How long _____ Yearly income _____

Car year, make, color & license number _____

Children, their ages, other emergency info _____

Pet info _____

Other Stuff _____

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TENANT SIGNATURE _____ DATE _____

If there are other adults in your household check box ☐ and attach additional page 2 for each adult. Apps are available at www.rentbear.net or Hoff Property Management (907) 376-9006, fax: (907) 376-9010 email: jimhoff@me.com



THE STATE
of

ALASKA

Department of Commerce, Community, and Economic Development
Division of Corporations, Business and Professional Licensing

Real Estate Commission

550 West 7th Avenue, Suite 1500, Anchorage, AK 99501

Phone: (907) 269-8160

Email: RealEstateCommission@Alaska.Gov

Website: ProfessionalLicense.Alaska.Gov/RealEstateCommission

Alaska Real Estate Commission Consumer Disclosure

This is not a contract. This disclosure, as required by law, outlines the obligations of the Licensee to the Consumer and does not obligate the Consumer to the Licensee. This disclosure outlines the duties of the types of Licensee relationships identified by Alaska State law. (AS 08.88.600 - 08.88.695). The Consumer understands that they will be working with the Licensee under the relationship initialed below:

Specific Assistance	Representation
<p>The Consumer is receiving Specific Assistance without Representation. The Licensee does not represent the Consumer. Rather, the Licensee is simply responding to requests for information, and the Licensee may "Represent" another party in the transaction while providing you with Specific Assistance. Unless you and the Licensee agree otherwise, information you provide the Licensee is not confidential. Duties owed to the Consumer by the Licensee include:</p> <ul style="list-style-type: none">a. Exercise of reasonable skill and care;b. Honest and good faith dealing;c. Timely presentation of all written communications;d. Disclosing all material information known by the Licensee regarding the physical condition of a property; ande. Timely accounting of all money and property received by the Licensee.	<p>The Licensee represents only the Consumer(s) listed in this disclosure unless otherwise agreed to in writing by all Consumers in a transaction. Duties owed to the Consumer by the Licensee include:</p> <ul style="list-style-type: none">a. All duties owed by the Licensee providing Specific Assistance;b. Not intentionally taking actions which are adverse or detrimental to the Consumer;c. Timely disclosure of conflicts of interest to the Consumer;d. Advising the Consumer to seek independent expert advice if a matter is outside the expertise of the Licensee;e. Not disclosing confidential information during or after representation without written consent of the Consumer unless required by law; andf. Making a good faith and continuous effort.
Consumer Initials: _____ / _____ Date: _____	Consumer Initials: <u>XXXXXXXXXX</u> Date: _____
Neutral Licensee	
<p>Alaska Law allows for a Licensee to assist the Seller/Lessor AND the Buyer/Lessee in a real estate transaction. It is understood that a Neutral License is NOT Representing either party and duties are limited. Duties owed to the Consumer by a Neutral Licensee include:</p> <ul style="list-style-type: none">a. All duties owed by the Licensee providing Specific Assistance;b. Duties a, b, c, d, and e, owed by the Licensee providing Representation; andc. Not disclosing the terms or the amount of money the Consumer is willing to pay or accept for a property if different than what the Consumer has offered or accepted for a property.	
Consumer Initials: <u>XXXXXXXXXX</u> Date: _____ (Must attach Waiver of Right to be Represented)	
Duties Not Owed by Licensee	
<p>AS 08.88.630 - Duties not owed by licensee. Unless agreed otherwise, a real estate licensee does not owe a duty to a person with whom the licensee has established a licensee relationship to</p> <ul style="list-style-type: none">(1) conduct an independent inspection of the real estate that is the subject of the licensee relationship;(2) conduct an independent investigation of a person's financial condition; or(3) independently verify the accuracy or completeness of a statement made by a party to a real estate transaction or by a person reasonably believed by the licensee to be reliable.	

APPLICATION FOR HOUSING, cont.

Acknowledgement: The below Consumer has read the information provided in the Alaska Real Estate Disclosure and understands the different types of relationships available by an Alaska Real Estate Licensee. For full description of Licensee Relationships refer to AS 08.88.600 - 08.88.695.

Brokerage Name:	Hoff Property Management				
Licensee Name:	Jim Hoff	Signature:		Date:	
Consumer Name:		Signature:		Date:	
Consumer Name:		Signature:		Date:	

An addendum ~~XXXX~~ IS NOT attached. If more than one Licensee is involved, a Consumer Disclosure Addendum shall be attached naming all Licensees and specifying the relationship.

– THIS CONSUMER DISCLOSURE IS NOT A CONTRACT –

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