



DAZCON PROPERTIES



135 Gallery Center Drive
Post Office Box 4703
 Mooresville, North Carolina 28117
704-799-7510
704-799-7512 (fax)

Dear Applicant:

Thank you for your interest in Dazcon Properties and our Available Rentals.

The process to apply for one of our properties is very simple. Below is a list of all the documentation that will need to accompany the Application when you submit.

One Application must be submitted per married couple or individual occupying the residence.

- Completed Applications for all adults in the house
- Copy of Applicant's Driver's License(s)
- Copy of Applicant's last 2 paycheck stubs or last year's tax return if self-employed. If you are being transferred please provide letter of transfer on company letterhead. If you are starting a new job please provide the offer letter on company letterhead.
- Photographs of any pets to be present in the property
- Application fee: \$60 for the first applicant and \$30 each for the remaining applicants and any permitted occupant who is 18 years old or older.

The payment options are **1) Cash, 2) Money Order** made payable to Dazcon Properties, **3) Using Secure On-Line Payments option, or 4) The Credit Card Authorization form** filled out and attached to the Application. **No personal checks will be accepted as payment of application fee.**

Should you have any questions or if we can be of further assistance, please do not hesitate to contact our office and we will be more than happy to help you.

Thank you again for your interest and we look forward to working with you.

DAZCON PROPERTIES
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apply@dazcon.com

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One application needs to be submitted per married couple or individual over 18 years old occupying the residence or will be on the lease as a lease holder or permitted occupant.

Application to Lease

Important !! We must have **your BEST contact phone number:** _____

Property: _____ Date: _____

Move In Date: _____ Length of Lease: _____

Name of Agent who Showed Property: _____

Company and phone number: _____

Applicant(s) Information

Full Legal Name: _____

Date of Birth: _____ SS#: _____

Phone #1: _____ work/cell Phone #2: _____ work/cell

Email: _____

Driver's License # : _____ State: _____

Co-Applicant: _____

Date of Birth: _____ SS#: _____

Phone #1: _____ work/cell Phone #2: _____ work/cell

Email: _____

Driver's License # : _____ State: _____

List below all persons to occupy residence:

	Name	Relationship	Date of Birth		Name	Relationship	Date of Birth
1				4			
2				5			
3				6			

Will there be any smokers living in this residence? Yes No

Will smoking be allowed inside this residence, by residents or others? Yes No

List below any pets: Yes No

PHOTOGRAPHS REQUIRED

	Kind	Weight	Color	Age	Inside/Outside
1					
2					
3					

Resident History – Last 3 Years

Current Address: _____ **City:** _____ **State:** _____ **Zip:** _____

Own

Rent **Dates From:** _____ **To:** _____ **Monthly Rent?** _____

Current Landlord or Mortgage Company: _____ **Phone:** _____

Reason for moving: _____

Previous Address: _____ City: _____ State: _____ Zip: _____

Own

Rent Dates From: _____ To: _____ Monthly Rent? _____

Previous Landlord or Mortgage Company: _____ Phone: _____

Reason for moving: _____

Have you ever been evicted from any leased properties (Y/N)? _____

Employment / Income

Present Employer: _____ Position: _____

Address: _____ Supervisor: _____

Phone: _____ Salary: _____ Employed From: _____ To: _____

Previous Employer: _____ Position: _____

Address: _____ Supervisor: _____

Phone: _____ Salary: _____ Employed From: _____ To: _____

Co-Applicant's Employer: _____ Position: _____

Address: _____ Supervisor: _____

Phone: _____ Salary: _____ Employed From: _____ To: _____

Additional Income and Source:

Amount: _____ Source: _____

Emergency Contact Information: Must Be Someone NOT on Application

Name: _____ Relationship: _____

Address: _____

Phone: _____ Email: _____



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I/We hereby make application for the above-described property. With the execution of this application, I/We have paid a non-refundable application fee of \$60 for the first applicant and \$30 each for the remaining applicants and any permitted occupant who is 18 years old or older, to Dazcon Properties via cash, money order or credit card to cover the cost of a credit check and processing fees. By signing this form,

I/We grant authority to the lessor or his agent to perform a credit check and/or background check and investigate any of the above information. I/We certify the information disclosed on this application to be true and correct, and that misrepresentation or false information may result in the immediate denial of application or termination of lease.

I/We understand that all completed applications will be submitted to the owner and that the owner will select, at his sole discretion, the best qualified applicant. I/We understand that no lease exists until a written lease is signed by the applicant and the landlord.

I/We understand that should this application not be processed for any reason and the credit check not run the application fee can be refunded within five (5) days from the date of application. After that time the application fee becomes the property of Dazcon Properties.

I/We understand that, should our application be accepted, that we accept the property "as is" unless there is a written commitment for changes, cleaning, additions, etc.

Applicant Signature: _____ Date: _____

Co-Applicant's Signature: _____ Date: _____



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PROPERTIES**



**Credit Card Payment Authorization Form
VISA OR MASTERCARD ONLY**

Credit Card Number: _____

Expiration Date (mm/yyyy): _____

Name as it appears on card: _____

Credit Card Billing Address: _____

City: _____

State, ZIP: _____

Phone Number: _____

Amount of Charge: \$_____ Cost is \$60 for the first applicant and \$30 each for the remaining applicants and any permitted occupant who is 18 years old or older.

I authorize Dazcon Properties to charge my credit card for payment of their products and/or services; excluding Security Deposit Payments and Monthly Rental Payments. By signing this authorization, I acknowledge that I have read and agree to all of the above and warrant that all information given is true.

Signature of Card Holder: _____

Printed Name of Card Holder: _____

Date: _____

Working with REAL Estate Agents

When buying or selling real estate, you may find it helpful to have a real estate agent assist you. Real estate agents can provide many useful services and work with you in different ways. In some real estate transactions, the agents work for the seller. In others, the seller and buyer may each have agents. And sometimes the same agents work for both the buyer and the seller. It is important for you to know whether an agent is representing you as your agent or simply assisting you while acting as an agent of the other party.

This brochure addresses the various types of agency relationships that may be available to you. It should help you decide which relationship you want to have with a real estate agent. It will also give you useful information about the various services real estate agents can provide buyers and sellers, and it will help explain how real estate agents are paid.

Sellers

Seller's Agent

If you are selling real estate, you may want to “list” your property for sale with a real estate firm. If so, you will sign a “listing agreement” authorizing the firm and its agents to represent you in your dealings with buyers as your seller’s agent. You may also be asked to allow agents from other firms to help find a buyer for your property.

Be sure to read and understand the listing agreement before you sign it. Your agent must give you a copy of the listing agreement after you sign it.

Duties to Seller: The listing firm and its agents must • promote your best interests • be loyal to you • follow your lawful instructions • provide you with all material facts that could influence your decisions • use reasonable skill, care and diligence, and • account for all monies they handle for you. Once you have signed the listing agreement, the firm and its agents may not give any confidential information about you to prospective buyers or their agents without your permission so long as they represent you. But **until you sign the listing agreement, you should avoid telling the listing agent anything you would not want a buyer to know.**

Services and Compensation: To help you sell your property, the listing firm and its agents will offer to perform a number of services for you. These may include • helping you price your property • advertising and marketing your property • giving you all required property disclosure forms for you to complete • negotiating for you the best possible price and terms • reviewing all written offers with you and • otherwise promoting your interests.

For representing you and helping you sell your property, you will pay the listing firm a sales commission or fee. The listing agreement must state the amount or method for determining the sales commission or fee and whether you will allow the firm to share its commission with agents representing the buyer.

Dual Agent

You may even permit the listing firm and its agents to represent you and a buyer at the same time. This “dual agency relationship” is most likely to happen if an agent with your listing firm is working as a buyer’s agent with someone who wants to purchase your property. If this occurs and you have not already agreed to a dual agency relationship in your listing agreement, your listing agent will ask you to amend your listing agreement to permit the agent to act as agent for both you and the buyer. It may be difficult for a dual agent to advance the interests of both the buyer and seller. Nevertheless, a dual agent must treat buyers and sellers fairly and equally. Although the dual agent owes them the same duties, buyers and sellers can prohibit dual agents from divulging certain confidential information about them to the other party.

Some firms also offer a form of dual agency called “designated agency” where one agent in the firm represents the seller and another agent represents the buyer. This option (when available) may allow each “designated agent” to more fully represent each party.

If you choose the “dual agency” option, remember that since a dual agent’s loyalty is divided between parties with competing interests, it is especially important that you have a clear understanding of • what your relationship is with the dual agent and • what the agent will be doing for you in the transaction.

Buyers

When buying real estate, you may have several choices as to how you want a real estate firm and its agents to work with you. For example, you may want them to represent only you (as a buyer's agent). You may be willing for them to represent both you and the seller at the same time (as a dual agent). Or you may agree to let them represent only the seller (seller's agent or subagent). Some agents will offer you a choice of these services. Others may not.

Buyer's Agent

Duties to Buyer: If the real estate firm and its agents represent you, they must • promote your best interests • be loyal to you • follow your lawful instructions • provide you with all material facts that could influence your decisions • use reasonable skill, care and diligence, and • account for all monies they handle for you. Once you have agreed (either orally or in writing) for the firm and its agents to be your buyer's agent, they may not give any confidential information about you to sellers or their agents without your permission so long as they represent you. But **until you make this agreement with your buyer's agent, you should avoid telling the agent anything you would not want a seller to know.**

Unwritten Agreements: To make sure that you and the real estate firm have a clear understanding of what your relationship will be and what the firm will do for you, you may want to have a written agreement. However, some firms may be willing to represent and assist you for a time as a buyer's agent without a written agreement. But if you decide to make an offer to purchase a particular property, the agent must obtain a written agency agreement before writing the offer. If you do not sign it, the agent can no longer represent and assist you and is no longer required to keep information about you confidential. Be sure to read and understand any agency agreement before you sign it. Once you sign it, the agent must give you a copy of it.

Services and Compensation: Whether you have a written or unwritten agreement, a buyer's agent will perform a number of services for you. These may include helping you • find a suitable property • arrange financing • learn more about the property and • otherwise promote your best interests. If you have a written agency agreement, the agent can also help you prepare and submit a written offer to the seller.

A buyer's agent can be compensated in different ways. For example, you can pay the agent out of your own pocket. Or the agent may seek compensation from the seller or listing agent first, but require you to pay if the listing agent refuses. Whatever the case, be sure your compensation arrangement with your buyer's agent is spelled out in a buyer agency agreement before you make an offer to purchase property and that you carefully read and understand the compensation provision.

Dual Agent

You may permit an agent or firm to represent you and the seller at the same time. This "dual agency relationship" is most likely to happen if you become interested in a property listed with your buyer's agent or the agent's firm. If this occurs and you have not already agreed to a dual agency relationship in your (written or oral) buyer agency agreement, your buyer's agent will ask you to amend the buyer agency agreement or sign a separate agreement or document permitting him or her to act as agent for both you and the seller. It may be difficult for a dual agent to advance the interests of both the buyer and seller. Nevertheless, a dual agent must treat buyers and sellers fairly and equally. Although the dual agent owes them the same duties, buyers and sellers can prohibit dual agents from divulging certain confidential information about them to the other party. Some firms also offer a form of dual agency called "designated dual agency" where one agent in the firm represents the seller and another agent represents the buyer. This option (when available) may allow each "designated agent" to more fully represent each party. If you choose the "dual agency" option, remember that since a dual agent's loyalty is divided between parties with competing interests, it is especially important that you have a clear understanding of • what your relationship is with the dual agent and • what the agent will be doing for you in the transaction. This can best be accomplished by putting the agreement in writing at the earliest possible time.

Seller's Agent Working With a Buyer

If the real estate agent or firm that you contact does not offer buyer agency or you do not want them to act as your buyer agent, you can still work with the firm and its agents. However, they will be acting as the seller's agent (or "subagent"). The agent can still help you find and purchase property and provide many of the same services as a buyer's agent. The agent must be fair with you and provide you with any "material facts" (such as a leaky roof) about properties. But remember, the agent represents the seller—not you—and therefore must try to obtain for the seller the best possible price and terms for the seller's property. Furthermore, a seller's agent is required to give the seller any information about you (even personal, financial or confidential information) that would help the seller in the sale of his or her property. Agents

must tell you in writing if they are sellers' agents before you say anything that can help the seller. But **until you are sure that an agent is not a seller's agent, you should avoid saying anything you do not want a seller to know.** Sellers' agents are compensated by the sellers.

(Note: This brochure is for informational purposes only and does not constitute a contract for service.)

The North Carolina Real Estate Commission P.O. Box 17100 • Raleigh, North Carolina 27619-7100 919/875-3700 • Web Site: www.ncrec.gov REC 3.45 3/1/13

Disclosure of Seller Subagency

(Complete, if applicable) When showing you property and assisting you in the purchase of a property, the above agent and firm will represent the SELLER. For more information, see "Seller's Agent Working with a Buyer" in the brochure.

Agent's Initials Acknowledging Disclosure:

For Buyer/Seller

Agent Name:

License Number:

Firm Name:

Date:

Working with Real Estate Agents

Agents are required to review this with you and must retain this acknowledgment for their files.

This is not a contract

By signing, I acknowledge that the agent named below furnished a copy of this brochure and reviewed it with me.

Buyer or Seller Name (Print or Type):

Buyer or Seller Signature:

Buyer or Seller Name (Print or Type):

Buyer or Seller Signature:

Date:

Firm Name:

Agent Name:

License Number:

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Buyer's Initials Acknowledging Disclosure:

