

Leasing Application Frequently Asked Questions (FAQS)

- How do I apply to rent a home?
Carole Paul Realty Inc.'s Rental Application is online at Click on "For Rent", then "Apply Now" for Rental or click on the below link [Application Website](#) ; see Leasing Application Instructional Checklist
- How long is a standard lease with Carole Paul Realty Inc.?
Standard lease agreements are for one year. With the owner's approval, a longer lease term may be available. Leases for less than one year require a 10% increase in rent and the owner's approval.
- Do all properties for rent by Carole Paul Realty Inc. accept pets?
No. A property listed for rent on Carole Paul Realty Inc.'s website is noted as allowing pets in the description of the property. Some properties have weight and breed restrictions based on the Homeowners insurance policy and/ or neighborhood covenants and restrictions, if applicable. If it is NOT noted in the description that pets are allowed, they are not.
- How much are Pet Fees, if allowed, for properties managed by Carole Paul Realty Inc. and when is the Pet Fee paid?
A one-time per property required Pet Fee is \$400. There is a 2-pet maximum unless otherwise approved by the Homeowner. The \$400 Pet Fee is not per pet. It includes all pets in the home. The Pet Fee is a fee and is non-refundable. It is due at the Move-In Evaluation. Funds for the Pet Fee must be separate from the Security Deposit which is also paid at the Move-In Evaluation.
- Are there any special stipulations regarding pet breeds?
Any BULL breed requires insurance approval as it is stipulated in some Homeowner's insurance policies. Also, Tenants must submit a digital picture of the pet (s) and a current year's Rabies vaccination record with the application. These items can be faxed to Carole Paul Realty Inc. at 877-797-5633 or emailed to mindy.springer@carolepaulrealty.com
- Who is required to complete an Application for Rental Property with Carole Paul Realty Inc.?
ALL occupants 18 years of age and older must complete a separate online application.

- What is the cost to apply, and how do I pay?
The application processing costs \$35 per applicant. Payments are made online at the time of application by providing your ACH only (Banking Account & Routing Numbers required). No credit cards are accepted. Customers may also pay by Certified Check or Money Order made out to Carole Paul Realty Inc. If Applicants do not wish to complete and submit their application online, the online application must be completed, printed, and provided with the \$35 application fee in person at the Carole Paul Realty Inc.'s office at 1190 King George Blvd, #B-5 Savannah, GA 31419. This will delay processing and could result in another applicant being approved first.
- When will the application fee show on my banking statement?
Most banks will show the transaction within 48 hours.
- What happens after I apply?
After Applicants complete the online rental application via the Carole Paul Realty Inc. website, a credit and background check will be completed. The process could take up to 48 hours for reports to be available to Carole Paul Realty Inc. showing the recommended status determination and Security Deposit amount.
- What additional items are required for my application to be complete?
*Please see **Lease Application Instructional Checklist** for step by step instructions. [Application Website](#)*
- What credit score is required to rent a property from Carole Paul Realty Inc.?
Carole Paul Realty Inc. does not require a specific credit score. An outside credit screening company completes all credit and background checks and makes a recommendation for approval, conditional approval, declined or decline-do not proceed with move in application status.
- What is the required Security Deposit?
With an "Approved" application, a standard Security Deposit is equivalent to the first month's rent.

With "Conditional" or "Low Risk" approval status, the required Security Deposit, is 1 ½- 2 months' rent.

With a "Declined" application status, prospective Tenants have the option of having a cosigner on their Lease agreement. Having a cosigner on the Lease agreement requires the cosigner to complete an online application, pay the \$35 fee, and agree to a background and credit check. If the cosigner receives an

“Approved” status, a higher security deposit will still be required. A Co-signer’s income cannot be combined with the applicants for the purpose of lessening the Security Deposit requirement. The Security Deposit recommended by the crediting agency is required for the Applicant regardless of securing a Co-signer.

With a “Declined. Do not proceed with move in” rating, Carole Paul Realty Inc. will notify the applicant by email via an “Adverse Action” letter which will include contact information for the reporting companies. Carole Paul Realty Inc. will not be able to provide any additional information other than referring the applicant to the “Adverse Action” letter provided. The applicant (s) with a status of “Declined. Do not proceed with Move In” must call the company that completed the credit and background check directly.

- *What happens if I have a previous eviction?
Applicants who have a prior Eviction must provide Carole Paul Realty Inc. verification that the Balance of the Debt is \$0.00 or that a payment plan is in place and payments are being made according to the plan.*

If Applicants cannot provide the verification, Carole Paul Realty Inc. will be unable to move forward with renting the property to the Applicants.

- *How will my rental application status be determined if I do not have a Social Security Number? If applicants do not have a Social Security Number, a credit and background check cannot be processed. Therefore, there will be an automatic Security Deposit of 2 months’ rent.*

For applicants who have no credit history, a “Conditional” status recommendation is returned based on no credit score. The Security Deposit equal to 1 ½ months’ rent would be due at move in.

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**Please note that if an applicant does not have a social security number, Carole Paul Realty Inc. will request a Rental Verification form to be completed by the current landlord. Also, a copy of the Applicants I-9 will be required.*

- *Are Applicants refunded the application fee if a property’s status changes to “Rented”, if the application status is “Declined” or if an Applicant changes their mind?
No. Carole Paul Realty Inc. charges the nominal application fee of \$35 to pay for the credit and background check. Payment is required and is non-refundable.*

- What if my Application Fee payment is reversed after I have signed a Rent Reservation Agreement and paid the first month's rent?
The \$35 Application Fee is due prior to moving in and in the form of certified funds or money orders payable to Carole Paul Realty Inc. This payment must be separate from the Security Deposit also submitted at the Move-In Evaluation. A Reversal Fee of \$12 will also be added to the Applicant's ledger for payment prior to getting the keys for the property.
- What is a Rent Reservation Agreement and why is it important?
Rent Reservation Agreements are signed when the first full month's rent is paid and the home is removed from the rental market. It must be completed and submitted to the Property Manager. Rental property is removed from the rental market on a first come, first serve basis as there may be multiple approved applications on an available property.
- How much is the Rent Reservation Fee?
A Rent Reservation Fee is equal to the first full month's rent and is payable by money orders or certified funds. This fee is only refundable if the prospective Tenant(s) decides not to rent the property and notifies the Property Manager within 24 hours of signing the Rent Reservation Agreement.
- When do I sign my Lease agreement?
*Please see the document titled **Lease Signing Instructions** [Application Website](#)*
- When do I pay my security deposit?
After the Lease for Residential Property is signed, a Move-In Evaluation is completed. Then, the Security Deposit is paid. Once all the steps are completed, Tenants will receive keys to the rental property.
- What will I owe at move in?
In addition to the Security Deposit, a Pet Fee (if applicable) of \$400 is due at the Move-In Evaluation. The payment for the Security Deposit must be separate from the payment for the Pet Fee (if applicable).
- When do I connect Utilities?
A Tenant(s) has 3 business days to connect utilities after the Move-In Evaluation.