

# BRYAN PROPERTIES

[www.tulsamove.com](http://www.tulsamove.com)

12504 E. 21<sup>st</sup> ST.  
Tulsa, OK 74129

Office (918) 437-0277  
Fax (918) 437-1404

Leasing Associate:

Phone Number:

## LEASE APPLICATION

**Processing Fee:** The Application and Credit Check Fee is **\$35.00** payable in **cash, money order or certified funds (no personal checks)** at the time of application.  
This Processing Fee is **NOT REFUNDABLE**.

Property Address \_\_\_\_\_

Requested Move In Date \_\_\_\_\_

Rent Amount \_\_\_\_\_

Security Deposit \_\_\_\_\_

### *Instructions:*

*All applicants 18 and over must:*

1. Fill out the General Information Section
2. Provide a copy of photo identification
3. Sign the application
4. Submit a *non-refundable* \$35.00 application fee in the form of cash, money order, or certified funds (**no personal checks**)

### NOTICE:

**The above property is offered for lease without regard to sex, race, religion, color, handicap, familial status or national origin.**

**General Information Section  
Applicant One**

Home #: \_\_\_\_\_ Cell #: \_\_\_\_\_ Work #: \_\_\_\_\_  
First Name: \_\_\_\_\_ Middle Name: \_\_\_\_\_  
Last Name: \_\_\_\_\_ DOB: Month \_\_\_\_\_ Date \_\_\_\_\_ Year \_\_\_\_\_  
Social Sec. #: \_\_\_\_\_ Drivers License #: \_\_\_\_\_

Current Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Date moved in: Month: \_\_\_\_\_ Year: \_\_\_\_\_ Monthly Rent: \$ \_\_\_\_\_  
Current Landlord: \_\_\_\_\_ Fax # \_\_\_\_\_  
Landlord Phone #'s \_\_\_\_\_ Fax # \_\_\_\_\_  
Reason for leaving: \_\_\_\_\_

Previous Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Date Moved In: Month: \_\_\_\_\_ Year: \_\_\_\_\_ Monthly Rent: \$ \_\_\_\_\_  
Previous Landlord: \_\_\_\_\_  
Previous Landlord Phone #'s: \_\_\_\_\_ Fax # \_\_\_\_\_  
Reason for leaving: \_\_\_\_\_

Current Employer: \_\_\_\_\_  
Address: \_\_\_\_\_ Phone # \_\_\_\_\_  
Company Fax #: \_\_\_\_\_ Supervisor: \_\_\_\_\_  
Position: \_\_\_\_\_ Start Date: Month: \_\_\_\_\_ Year: \_\_\_\_\_  
Monthly Income (Before Taxes): \$ \_\_\_\_\_ Hourly Wage: \$ \_\_\_\_\_

Previous Employer: \_\_\_\_\_  
Address: \_\_\_\_\_  
Company Phone #: \_\_\_\_\_ Supervisor: \_\_\_\_\_  
Position: \_\_\_\_\_ Employed from: \_\_\_\_\_ / \_\_\_\_\_ To: \_\_\_\_\_ / \_\_\_\_\_  
Monthly Income (Before Taxes): \$ \_\_\_\_\_ Hourly Wage: \$ \_\_\_\_\_

Any other sources of income you would like for us to consider: (Documentation needed)

\_\_\_\_\_

Have you ever: *Please circle Y for Yes or N for No*

Filed for Bankruptcy?	Y N	If so, date of discharge: _____ / _____	
Been evicted?	Y N	Been convicted of a felony?	Y N
Broken a lease?	Y N	Been sued for non-payment of rent?	Y N
Are you a smoker?	Y N	Been sued for damage to rental property?	Y N
Have you given notice to move at your current residence?	Y N		
Do you have a checking account?	Y N	Savings account?	Y N

Bank name(s): \_\_\_\_\_  
Personal reference (non-relative): \_\_\_\_\_  
Phone \_\_\_\_\_ Relationship \_\_\_\_\_  
Emergency reference (relative): \_\_\_\_\_  
Phone \_\_\_\_\_ Relationship \_\_\_\_\_

**General Information Section  
Applicant Two**

Home #: \_\_\_\_\_ Cell #: \_\_\_\_\_ Work #: \_\_\_\_\_

First Name: \_\_\_\_\_ Middle Name: \_\_\_\_\_

Last Name: \_\_\_\_\_ DOB: Month \_\_\_\_\_ Date \_\_\_\_\_ Year \_\_\_\_\_

Social Sec. #: \_\_\_\_\_ Drivers License #: \_\_\_\_\_

Current Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Date moved in: Month: \_\_\_\_\_ Year: \_\_\_\_\_ Monthly Rent: \$ \_\_\_\_\_

Current Landlord: \_\_\_\_\_

Landlord Phone #'s \_\_\_\_\_ Fax # \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

Previous Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Date Moved In: Month: \_\_\_\_\_ Year: \_\_\_\_\_ Monthly Rent: \$ \_\_\_\_\_

Previous Landlord: \_\_\_\_\_

Previous Landlord Phone #'s: \_\_\_\_\_ Fax # \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

Current Employer: \_\_\_\_\_

Address: \_\_\_\_\_ Phone # \_\_\_\_\_

Company Fax #: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Position: \_\_\_\_\_ Start Date: Month: \_\_\_\_\_ Year: \_\_\_\_\_

Monthly Income (Before Taxes): \$ \_\_\_\_\_ Hourly Wage: \$ \_\_\_\_\_

Previous Employer: \_\_\_\_\_

Address: \_\_\_\_\_

Company Phone #: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Position: \_\_\_\_\_ Employed from: \_\_\_\_/\_\_\_\_/\_\_\_\_ To: \_\_\_\_/\_\_\_\_/\_\_\_\_

Monthly Income (Before Taxes): \$ \_\_\_\_\_ Hourly Wage: \$ \_\_\_\_\_

Any other sources of income you would like for us to consider: (Documentation needed)

\_\_\_\_\_

Have you ever: \_\_\_\_\_ Please circle Y for Yes or N for No

Filed for Bankruptcy? Y N If so, date of discharge: \_\_\_\_/\_\_\_\_/\_\_\_\_

Been evicted? Y N Been convicted of a felony? Y N

Broken a lease? Y N Been sued for non-payment of rent? Y N

Are you a smoker? Y N Been sued for damage to rental property? Y N

Have you given notice to move at your current residence? Y N

Do you have a checking account? Y N Savings account? Y N

Bank name(s): \_\_\_\_\_

Personal reference (non-relative): \_\_\_\_\_

Phone \_\_\_\_\_ Relationship \_\_\_\_\_

Emergency reference (relative): \_\_\_\_\_

Phone: \_\_\_\_\_ Relationship \_\_\_\_\_

**Please list all occupants:**

<b>Name</b>	<b>Age</b>	<b>Relationship</b>
_____		
_____		
_____		
_____		
_____		

<b>Pets:</b>	<b>Breed</b>	<b>Age</b>	<b>Name</b>	<b>Weight</b>	<b>Neutered</b>	<b>Kept inside or outside</b>	
_____					<b>Y N</b>	<b>IN</b>	<b>OUT</b>
_____					<b>Y N</b>	<b>IN</b>	<b>OUT</b>
_____					<b>Y N</b>	<b>IN</b>	<b>OUT</b>
_____					<b>Y N</b>	<b>IN</b>	<b>OUT</b>

*Please note there will be a \$250.00 deposit per pet.*

**List all vehicles (including motorcycles, boats, trailers, etc.) that will be located on the property:**

<b>Year</b>	<b>Make</b>	<b>Model</b>	<b>Color</b>	<b>Tag number</b>
_____				
_____				
_____				
_____				

**How did you hear of Bryan Properties and the property that you are applying for?**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Comments or Questions:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**BROKER RELATIONSHIPS**

The *Broker Relationships Act*, which governs the Broker’s relationship to Owners and Tenants, provides that a real estate licensee shall provide services as either a “Transaction Broker” or a “Single-party Broker.”

**Transaction Broker.** Applicant/Tenant understands that the Broker will be providing Transaction Broker services to the Applicant/Tenant. The transaction Broker’s duties and responsibilities are defined in the *Broker Relationships Act* as follows:

- 1. To perform the terms of the written brokerage agreement, if applicable.
- 2. To treat all parties with honesty.
- 3. To comply with all requirements of the Oklahoma Real Estate License Code and all applicable statutes and rules.
- 4. To exercise reasonable skill and care including:
  - a) Keeping Applicant/Tenant fully informed regarding the transaction.
  - b) Timely accounting for all money and property received by the Broker.
  - c) Unless required by law, the Broker shall **not** without the express permission of the respective party, disclose the following confidential information to the other party:
    - \* That a party is willing to pay more or accept less than what is being offered,
    - \* That a party is willing to agree to leasing terms that are different from those offered; and
    - \* The motivation of either party in the leasing of the property.

However, the Broker must disclose pertinent facts relating to the property, which have not been disclosed by the Owner, or are otherwise known by the Broker’s firm.

Neither the Applicant/Tenant nor the Owner shall be vicariously liable for the actions or words of the transaction Broker or licensees affiliated with the Broker’s firm.

**Single-party Broker.** Applicant/Tenant understands that the Broker is providing Single-party Broker services to the Owner. The Single-party Broker performs all of the duties performed by the transaction Broker **plus** the following additional duties:

- 1) Perform all brokerage activities for the benefit of the Owner unless prohibited by law.
- 2) Obey the specific directions of the Owner unless the directions are contrary to applicable statutes and rules or to the terms of the lease between the Owner and Applicant/Tenant.

*Another different is:* The Owner may be vicariously liable for the actions and words of the Broker and all affiliated licensees providing services for the Owner.

**APPLICANT(S) ACKNOWLEDGEMENT/AGREEMENT AND AUTHORIZATION**

**Applicant(s) represents that all of the above statements are true and complete and authorizes verification of all of the above information by all means available, including employment, personal references, credit records, public records, current and previous property owners and criminal records by the Owner and/or Property Manager. Applicant(s) acknowledges that false information may constitute a breach of the lease entitling the Property Owner, at the Property Owner’s option, to repossess the Property. Further, Applicant(s) expressly authorizes Owner and/or Property/Manager (including a collection agency) to obtain Applicant(s) consumer credit report, which Owner and/or Property Manger may use if attempting to collect past due ret payments, late fees, or other charges from Applicant(s) both during the term of the lease an thereafter.**

Applicant(s) also understands and agrees that this application will be retained by the Owner and/or the Owner’s Property Manager whether or not approved. Applicant(s) understands and agrees that, in the future upon request, the Owner and/or the Owner’s Property Manager will release information concerning the Owner’s experience with Applicant(s) as an Applicant/Tenant(s). Applicant(s) understands and agrees that this application will not be processed with out the “Processing Fee” set out in Section 1. Applicant further agrees and understands that this Processing Fee will **NOT BE REFUNDED regardless of whether or not the Owner accepts this application for residency.**

I have read and understand the above-described differences between “Transaction Broker” and “Single-party Broker.” The undersigned Broker and I agree that said Broker/licensee is providing real estate services to the Owner as a single party broker and will provide real estate services to me as Transaction Broker.

\_\_\_\_\_  
Applicant’s Signature

\_\_\_\_\_  
Applicant’s Signature

Date \_\_\_\_\_

Date \_\_\_\_\_

The undersigned Broker acknowledges receipt of the non-refundable processing fee.

\_\_\_\_\_  
Broker’s Signature

\_\_\_\_\_  
Date