



2855 Lawrenceville Suwanee Rd Ste 610 Suwanee Ga., 30024
678-775-1617 Office 678-317-9048 Fax
www.gahomerentals.com

Online Rental Application Part 1

Instructions: Our normal turnaround is 48 hours for processing. If you need a faster turnaround (24hrs) call us at 678-775-1617 and ask about our **Priority One Service** option. For an additional fee we will process your application with 8 hours.

Application Instructions:

1. The application fees are \$50.00 for each adult over the age of 18 who will occupy the property. The application fee must be paid online unless you are working with a Realtor. If you are working with a Realtor you may pay by certified check or money orders payable to RE/MAX Center. Your agent will be responsible for notifying us of receipt of payment and delivery of funds to us.
2. All application fees are non-refundable once they are received by RE/MAX Center or acknowledged as received by your agent
3. Please fax your two most recent pay stubs or if self employed your last two (2) years tax returns to 678-317-9048 .
4. Once we have approved your application you will need to sign a reservation form and pay a reservation fee in the amount equal to the first months rent. **We will not remove the property from the market until we receive both the reservation form signed by you and the reservation fee. Note that Credit approval alone is not a commitment from RE/MAX Center or the owner that we will take the property off the market or that you have been giving the sole right of occupancy for the property you applied for.**
5. If you have an agent, notify them that they are required to read the co-op instruction section by clicking the link below and signing as acceptance of the terms provided here-in. **It will be your responsibility to notify them of this section** and that if they fail to submit the Co-op Instruction signoff form or agree to the terms then by default they will forfeit all commission due them from RE/MAX Center and any commission due would be payable solely by you, their client. [Co-op Instructions](#)

Main Applicant

Date

Applicant by signing above and placing a check in the box you acknowledge and agree to the terms set forth above

Once you have checked the box and submitted the form please reset the form and [click here](#) to go to the Online Application Part 2.