



35000 Emerald Coast Parkway, Destin, FL 32541  
Ph: 850.986-7601 Fax: 850.654.4973  
www.resortquestlongtermrentals.com email: forrent@resortquest.com

#### HOW TO APPLY FOR A LONG TERM RENTAL:

1. Go to [www.resortquestlongtermrentals.com](http://www.resortquestlongtermrentals.com). Go to the property you are interested in and click on APPLY online.
  - a. **Application Required.** All applications must be completely filled out. **Applications will not be considered until we receive all required information/documentation.**
    - i. All intended applicants and occupants must be listed.
    - ii. A separate application must be filled out for each applicant 18 years of age and older.
    - iii. you must disclose ALL pets, vehicles and water filled furniture. (you must provide the lessor with proof of insurance for water-filled furniture or aquarium. FS 83.535.)
  - b. **Background Check/Credit Screening** - You will receive a link from VICTIG Background and Credit Screening to each email address provided once our office receives this application. A processing fee in the amount of \$50.00 **per applicant** will be charged for the background screening. You will pay the background company directly. (Applications received after 4:00 p.m. CT will be processed the following business day)
    - i. **A minimum credit score of 600** or greater is required. Credit history cannot contain judgements, utility debts, collections, liens or bankruptcy within the past 2 years. Foreclosures or evictions within the last three years will be grounds for denial.
    - ii. Criminal history must not contain felony convictions(s) for criminal offenses involving violence, assault, battery, firearms, arson, manufacturing and/or distribution of controlled substances with the past seven (7) years, or misdemeanor or felony convictions for sexual offenses.
2. The following will need to be emailed to Forrent@resortquest.com :
  - A. **Proof of income:** Your **gross monthly income must be 2.5x the rent amount.**
    - a. Two months of pay stubs must be provided to verify proof of income. If you cannot provide this, other sources of verification may be requested. These include but are not limited to:
      - i. previous year tax return
      - ii. signed letter from current employer verifying employment status and income. Letter must include company name, contact information and phone number for verification.
      - iii. Service members - latest LES and copy of orders.
      - iv. Self Employed - last two years tax return, including your 1099 and statement of current year's income.

- v. 2 months of bank statements.
  - vi. Other income must be verifiable.
- B. **Proof of identity.** Applicant must provide proof of identity. Must have government issued photo ID, such as a valid driver's license, Military ID or State ID.
- C. **Proof of Renter's Insurance** - must be provided prior to lease signing. ResortQuest Real Estate - Long Term Rentals must be listed as "additional interest", using the address 35000 Emerald Coast Parkway, Destin, FL.
- D. **Pets.** If property allows pets, there may be restrictions on the number or type/size of the pets allowed. If pets are allowed the following applies:
- a. A completed Pet Application will be required with the lease application. A photo of your pet(s) must be included with the application.
  - b. A Pet Addendum to the lease will be required.
  - c. **A non-refundable minimum \$250.00 pet fee, and refundable \$250.00 pet deposit per animal will be required.**
  - d. All pets must be current on all shots/vaccinations and be spayed or neutered. Documentation will be required.
- E. **Service Animals.** Verifiable proof of the need for an emotional support animal will be required.

**YOU ARE HEREBY NOTIFIED OF THE FOLLOWING POLICIES & PROCEDURES:**

1. The application/background check fee is NON-REFUNDABLE.
2. The security deposit shall be refunded ONLY if applicant is not approved.
3. **If approved, a holding security deposit must be paid within one (1) business day in order to hold the property and refuse other applicants.**
4. **The security deposit must be paid with a money order or certified funds.** If the applicant defaults on renting the property AFTER APPROVAL, (if you are approved verbally and/or written), the security deposit will be forfeited.
5. If approved, all monies owed including deposit, pet deposit and pet fees must be paid in full with money order or certified funds and a rental agreement must be signed prior to move in.
6. This application is subject to acceptance by the owner and execution of a rental agreement and is offered without respect to race, color, creed, sex or national origin.
7. The lessor must approve pets & more than two vehicles of any nature.
8. No properties are held for more than 15 days without approval from lessor.

Thank you! We look forward to working with you. Please don't hesitate to call with any questions!

ResortQuest Long Term Rentals Team  
(850) 986-7601

*Sarah Craig*  
Administrative Assistant – Long Term Rentals

**ResortQuest by Wyndham Destinations**

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