

Rental Application

Tell us About Yourself

Name:

Date of birth:

SSN or Taxpayer ID:

Other Names
Used in Last 20 yrs.:

Driver's License or Other Government Issued Photo ID#:

State/Government that Issued ID:

Email Address:

Mobile Phone #

Work #:

Current Address:

City:

State:

ZIP Code:

Home Telephone #:

County

Reason for move:

Own Rent (Please circle)

Monthly payment or rent:

How long?

Landlord/Apartment Community/Management Company/Mortgage Company:

Address of Landlord/Community/Mortgage Company:

City

State

Zip Code

Contact #

Anticipated Move-Out Date:

Lease-End Date:

Previous address: (If less than 2 yrs. At Current Address):

City:

State:

ZIP Code:

Owned Rented (Please circle)

Monthly payment or rent:

How long?

Landlord/Apartment Community/Management Company/Mortgage Company:

Address of Landlord/Community/Mortgage Company:

City

State

Zip Code

Contact #

Employment Information

Current employer:

Employer address:

How long?

Phone:

E-mail:

Fax:

City:

State:

ZIP Code:

Position:

Hourly Salary (Please circle)

Annual income:

Previous Employer: (If less than 2 yrs. at current position)

Employer Address:

How long at job?

Phone:

E-Mail:

Fax:

City:

State:

Zip Code:

Position:

Hourly Salary (Please circle)

Annual income:

Other Sources of Verifiable Income:

When Received:

Amount:

Total Addtl. Income:

Emergency Contact

Name of a person not residing with you:

Address:

City:

State:

ZIP Code:

Email:

Relationship:

Home #:

Cell #:

Work #:

Will you or any of your occupants require special assistance in case of an emergency? ___Yes ___No

If so, please identify the person and the type of assistance required:

Other Occupants

Please list all other persons, including spouses, to occupy the premises:

Note: Any occupants 18 years or older must fill out an application

Name:

Date of Birth:

Name:

Date of Birth:

Name:

Date of Birth:

Name:

Date of Birth:

Motor Vehicles (Including cars, trucks, boats, motorcycles, RV's)

Make Model:	Year:	Color:	License Plate:	State:

Pets (Pre-approval required)

Type	Breed:	Weight:	Name:	License/Tag #:

Banking Information

Bank Name:	Address:	Phone:
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Checking/Savings Acct. #:

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Have you ever filed for bankruptcy? Yes NoHave you ever been evicted or asked to move? Yes NoHave you ever been convicted for selling, distributing or manufacturing illegal drugs? Yes NoDo you or any of your proposed occupants have charges pending against you or them for any criminal offenses? Yes NoHave you or any of the proposed occupants ever been convicted of or pleaded guilty or no contest to any criminal offenses or had any criminal offenses disposed of other than by acquittal or a finding of "not guilty?" Yes No

If answered "Yes" to any of the above questions, please give details and dates: _____

PROPERTY/LEASE INFORMATION

Property: _____

Anticipated Move-in Date: _____ Applicant Initials _____

Lease Start Date: _____ Applicant Initials _____

Lease End Date: _____ Applicant Initials _____

Quoted Monthly Rent: _____ Applicant Initials _____

If there is any inconsistency between the terms of this application and the signed lease, the terms of the lease will prevail. Applicant understand and agrees that he/she will be financially responsible for the premises from the lease start date, regardless of date of actual move-in.

_____ Applicant Initials

Non-Refundable Application Processing Fee required with application: \$35.00

(This fee is applied to the actual cost of the investigative credit report and other relevant reports, any time/labor necessary to verify rental references, employment history, criminal and litigation background and any other information provided and the cost of obtaining, processing and verifying results of screening process.)

Total Holding Deposit Required: \$ _____**Holding Deposit amount paid by this applicant:** \$ _____**Holding Deposit Agreement:** This application is preliminary only and does not obligate us to execute a Lease or to deliver possession of the premises to you. If your application is denied, we will refund the entire holding deposit to you. We may be required to deposit the holding deposit funds and issue a refund check to you upon verification that the deposit check has cleared our account. You understand that the Holding Deposit is not a security deposit. By signing this application and tendering the Holding Deposit, you are requesting that we reserve the premises for you. You understand that the premises will not be taken off the market until such time as you have submitted this fully-completed and signed application, as well as all of the necessary documentation we require in order to process your application. You will need to provide:

1. Driver's License or Government-issued photo identification
2. Proof of income – 2 most recent paycheck stubs or copy of latest tax statement
3. Proof of any additional income sources – i.e. court order for child support, bank verification of trust funds, assets, etc.
4. Any other information requested by our representatives

You have up to 72 hours of submitting this application to cancel and receive a full refund of your Holding Deposit. If we are unable to complete the processing of your application due to your or any Occupant's failure to timely provide adequate proof of income or other requested documentation within 72 hours of request, it will be considered a cancellation/default of application, and the rental premises will be placed back on the market and Holding Deposit will be forfeited. We both agree that your election to not enter into a lease with us and/or to provide requested documentation after the 72-hour time period has expired, will cause us to incur costs that are difficult and impractical to fix. Such costs include, without limitation, lost rent on the premises, as well as marketing, advertising, office overhead and other costs incurred by us in preparing the premises for rental to other potential tenants. We both agree that the forfeiture of the Holding Deposit, in such instance, is not a penalty, but represents a fair and reasonable estimate of the costs that we will incur as a result of your failure to timely enter into a lease for the premises.

If your application is approved and you enter into a lease with us, the Holding Deposit will be applied, at our discretion, to one of the following: (1) any security deposit required under the lease; (2) any rental amount required under the lease; or (3) any other fees or charges required under the lease.

Signature of Applicant: _____ **Date:** _____

PLEASE READ CAREFULLY AND SIGN BELOW:

Correct Information: You represent that all of the above information is true, accurate and complete. You hereby authorize us to contact any references listed and to obtain investigative consumer reports, which may include credit, rental payment history, employment history and criminal background information, as well as information regarding character, behavioral characteristics, and general reputation about you and any proposed Occupants applying for the premises in order to verify the information provided herein. These reports may be covered under the California Investigative Consumer Reporting Agencies Act. Under CICRAA, you have a right to request a copy of the investigative consumer report from the Investigative Consumer Reporting Agency we utilize. You may also obtain a copy of the consumer report from us by checking the box below. You understand that we may report all negative and positive rental payment history to consumer reporting agencies who track this information for landlords, banks, mortgage companies and other creditors. You hereby release from all liability or responsibility all persons and corporations requesting or supplying such information. You acknowledge that false, incomplete or misleading information herein may constitute grounds for rejection of this application, termination or right of occupancy of all occupants under a lease and/or forfeiture of deposits and fees, and may constitute a criminal offense under the laws of this State.

I have read and agree to the provisions as stated:

Signature of applicant:

Date: