

# APPLICATION TO RENT/SCREENING FEE

## I. APPLICATION TO RENT

THIS SECTION TO BE COMPLETED BY APPLICANT. A SEPARATE APPLICATION TO RENT IS REQUIRED FOR EACH OCCUPANT 18 YEARS OF AGE OR OVER, OR AN EMANCIPATED MINOR.

1. Applicant is completing Application as a (check one)  tenant,  tenant with co-tenant(s) or  guarantor/co-signor.

Total number of applicants \_\_\_\_\_

### 2. PREMISES INFORMATION

Application to rent property at \_\_\_\_\_ ("Premises")

Rent: \$ \_\_\_\_\_ per \_\_\_\_\_ Proposed move-in date \_\_\_\_\_

### 3. PERSONAL INFORMATION

A. FULL NAME OF APPLICANT \_\_\_\_\_

B. Date of Birth \_\_\_\_\_ (For purpose of obtaining credit reports. Age discrimination is prohibited by law.)

C. Social security No. \_\_\_\_\_ Driver's license No. \_\_\_\_\_

State \_\_\_\_\_ Expires \_\_\_\_\_

D. Phone number: Home \_\_\_\_\_ Work \_\_\_\_\_ Other \_\_\_\_\_

E. Email \_\_\_\_\_

F. Name(s) of all other proposed occupant(s) and relationship to applicant: \_\_\_\_\_

G. Pet(s) or service animals (number and type) \_\_\_\_\_

H. Auto: Make \_\_\_\_\_ Model \_\_\_\_\_ Year \_\_\_\_\_ License No. \_\_\_\_\_ State \_\_\_\_\_ Color \_\_\_\_\_

Other vehicle(s): \_\_\_\_\_

I. In case of emergency, person to notify: \_\_\_\_\_

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

J. Does applicant or any proposed occupant plan to use liquid-filled furniture?  No  Yes Type \_\_\_\_\_

K. Has applicant been a party to an unlawful detainer action or filed bankruptcy within the last seven years?

No  Yes If yes, explain \_\_\_\_\_

L. Has applicant or any proposed occupant ever been convicted of or pleaded no contest to a felony?  No  Yes

If yes, explain \_\_\_\_\_

M. Has applicant or any proposed occupant ever been asked to move out of a residence?  No  Yes

If yes, explain \_\_\_\_\_

### 4. RESIDENCE HISTORY

Current address \_\_\_\_\_ Previous address \_\_\_\_\_

City/State/Zip \_\_\_\_\_ City/State/Zip \_\_\_\_\_

From \_\_\_\_\_ to \_\_\_\_\_ From \_\_\_\_\_ to \_\_\_\_\_

Name of Landlord/Manager \_\_\_\_\_ Name of Landlord/Manager \_\_\_\_\_

Landlord/Manager's phone \_\_\_\_\_ Landlord/Manager's phone \_\_\_\_\_

Do you own this property?  No  Yes Did you own this property?  No  Yes

Reason for leaving current address \_\_\_\_\_ Reason for leaving this address \_\_\_\_\_

### 5. EMPLOYMENT AND INCOME HISTORY

Current employer \_\_\_\_\_ Previous employer \_\_\_\_\_

Current employer address \_\_\_\_\_ Prev. employer address \_\_\_\_\_

From \_\_\_\_\_ to \_\_\_\_\_ From \_\_\_\_\_ to \_\_\_\_\_

Supervisor \_\_\_\_\_ Supervisor \_\_\_\_\_

Supervisor's phone \_\_\_\_\_ Supervisor's phone \_\_\_\_\_

Employment gross income \$ \_\_\_\_\_ per \_\_\_\_\_ Employment gross income \$ \_\_\_\_\_ per \_\_\_\_\_

Other income info \_\_\_\_\_ Other income info \_\_\_\_\_

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Applicant's Initials ( \_\_\_\_\_ ) ( \_\_\_\_\_ )

Reviewed by \_\_\_\_\_ Date \_\_\_\_\_

LRA REVISED 8/12

APPLICATION TO RENT/SCREENING FEE (LRA PAGE 1 OF 2)

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Property Address: \_\_\_\_\_ Date: \_\_\_\_\_

**6. CREDIT INFORMATION**

Name of creditor	Account number	Monthly payment	Balance due

Name of bank/branch	Account number	Type of account	Account balance

**7. PERSONAL REFERENCES**

Name \_\_\_\_\_ Address \_\_\_\_\_  
Phone \_\_\_\_\_ Length of acquaintance \_\_\_\_\_ Occupation \_\_\_\_\_  
Name \_\_\_\_\_ Address \_\_\_\_\_  
Phone \_\_\_\_\_ Length of acquaintance \_\_\_\_\_ Occupation \_\_\_\_\_

**8. NEAREST RELATIVE(S)**

Name \_\_\_\_\_ Address \_\_\_\_\_  
Phone \_\_\_\_\_ Relationship \_\_\_\_\_  
Name \_\_\_\_\_ Address \_\_\_\_\_  
Phone \_\_\_\_\_ Relationship \_\_\_\_\_

Applicant understands and agrees that: **(i)** this is an application to rent only and does not guarantee that applicant will be offered the Premises; **(ii)** Landlord or Manager or Agent may accept more than one application for the Premises and, using their sole discretion, will select the best qualified applicant, and **(iii)** Applicant will provide a copy of applicant's driver's license upon request.

Applicant represents the above information to be true and complete, and hereby authorizes Landlord or Manager or Agent to: **(i)** verify the information provided; and **(ii)** obtain credit report on applicant.

**If application is not fully completed, or received without the screening fee: (i) the application will not be processed, and (ii) the application and any screening fee will be returned.**

Applicant \_\_\_\_\_ Date \_\_\_\_\_ Time \_\_\_\_\_

**Return your completed application and any applicable fee not already paid to:** \_\_\_\_\_  
Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**II. SCREENING FEE**

**THIS SECTION TO BE COMPLETED BY LANDLORD, MANAGER OR AGENT.**

Subject to applicable law, applicant has paid a **nonrefundable** screening fee of \$ \_\_\_\_\_

The undersigned has read the foregoing and acknowledges receipt of a copy.

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

The undersigned has received the screening fee indicated above.

Landlord or Manager or Agent Signature \_\_\_\_\_ Date \_\_\_\_\_

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Reviewed by \_\_\_\_\_ Date \_\_\_\_\_