

**APPLICATION TO RENT OR LEASE & SCREENING FEE**

**PLEASE VERIFY WITH US THE PROPERTY YOU ARE APPLYING FOR IS STILL AVAILABLE BEFORE FILLING OUT THE APPLICATION. WE STRONGLY RECOMMEND YOU FILL THIS APPLICATION OUT ON LINE, PRINT AND SIGN IT AND DELIVER IT TO US BY FAX OR MAIL. ILLEGIBLE APPLICATIONS CANNOT BE PROCESSED.**

**APPLICATION TO RENT**

**THIS SECTION TO BE COMPLETED BY APPLICANT. A SEPARATE APPLICATION IS REQUIRED FOR EACH OCCUPANT 18 YEARS OF AGE OR OLDER.**

Applicant is completing application as a (check one)  tenant  co-tenant  guarantor/co-signor.

**PREMISES INFORMATION**

Application to rent property at \_\_\_\_\_

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

**PERSONAL INFORMATION**

FULL NAME OF APPLICANT \_\_\_\_\_ DATE OF BIRTH \_\_\_\_\_

Social Security Number \_\_\_\_\_ Drivers License Number \_\_\_\_\_ State \_\_\_\_\_ Expires \_\_\_\_\_

Phone Number: Home \_\_\_\_\_ Work \_\_\_\_\_ Cell \_\_\_\_\_

Email \_\_\_\_\_

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

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

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

In case of emergency, person to notify \_\_\_\_\_ Relationship \_\_\_\_\_

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

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

Has applicant been a party to an unlawful detainer action or filed bankruptcy within the last seven years?  No  Yes

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

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

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

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

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

**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/Managers phone \_\_\_\_\_ Landlord/Managers phone \_\_\_\_\_

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

Reason for leaving address \_\_\_\_\_ Reason for leaving address \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

EMPLOYMENT AND INCOME HISTORY

Current employer \_\_\_\_\_ Supervisor \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_  
 Employers address \_\_\_\_\_ Supervisors phone \_\_\_\_\_  
 Position or title \_\_\_\_\_ Phone number to verify employment \_\_\_\_\_  
 Employment gross income \$ \_\_\_\_\_ per \_\_\_\_\_ Other \$ \_\_\_\_\_ per \_\_\_\_\_ Source \_\_\_\_\_  
 Previous employer \_\_\_\_\_ Supervisor \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_  
 Employers address \_\_\_\_\_ Supervisors phone \_\_\_\_\_  
 Position or title \_\_\_\_\_ Employment gross income \$ \_\_\_\_\_ per \_\_\_\_\_

CREDIT INFORMATION

Name of creditor	Account number	Monthly payment	Balance due
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

  

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

PERSONAL REFERENCES

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

NEAREST RELATIVE(S)

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

**Applicant understands and agrees: 1) this is an application to rent only and does not guarantee that applicant will be offered the Premises; and 2) Landlord or Manager or Agency may accept more than one application for the Premises and, using their sole discretion, will select the best qualified applicant.**

**Applicant represents the above information to be true and complete, and hereby authorizes Landlord or Manager or Agent to: 1) verify the information provided; and 2) obtain credit report on applicant.**

**If application is not fully completed, not received in legible condition, or received without the screening fee: 1) the application will not be processed, and 2) the application and any screening fee will be returned.**

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

**Return your completed application to: [www.norm@normshomes.com](http://www.norm@normshomes.com) or by fax to 626 794 3322 or by mail to Norm Haley Real Estate 135 W. Foothill Bl. #4, Monrovia, CA. 91016**

SCREENING FEE

**Applicant must pay a non-refundable screening fee of \$30 CASH (\$15 for credit report and \$15 for processing). We do NOT accept existing credit reports. The undersigned has read the foregoing and acknowledges receipt of a copy.**

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