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## RENTAL APPLICATION

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Dear Applicant,

Attached below is the rental application, one per adult (18+) occupying residence. All references on application for rental history and employment history must go back a minimum of 5 years.

1. Copy of SSC (or full number written on application)
2. Photo Copy of ID
3. Bank statements – last 3 months (all pages)
4. Pay stubs – last 2 months
5. Savings account statement – 1 month (all pages, if applicable)
6. Completed rental application form
7. All boxes must be filled out entirely

*If self-employed/W-2: tax returns may be requested later*

\*For last two pages (pages 4-5), only signatures and dates at the top portion for the occupant(s) (application signature/prospective tenant(s) signature.

\*\*One complete application per adult

\*\*\*\$45 non-refundable application fee per adult may be paid via cash, check, or venmo.

\*\*\*\*Co-Signer(s)/Guarantor(s) must fill out complete application, send photo ID, and provide 3 month bank statement/paystubs

Venmo to: anthonyobara02

Zelle to: (818) 620-1637

Best,

Anthony O'Bara | The O'Bara Group

# Qualification Criteria for Renting

Below are the requirements for renting at the property located at:

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## **Applicant Requirements:**

All applicants (18 years or older) applying must have:

- A favorable credit history with a minimum credit score of \_\_\_\_\_
- Verifiable household income that is at least \_\_\_\_\_ times the monthly rent
- Copy of a photo ID
- No prior evictions or collection records for non-payment of rent
- Renter's Insurance (*optional*)
- Favorable references from current and previous landlords
- A fully completed and signed rental application for each applicant 18 years or older
- Applicant does not have any criminal convictions for crimes considered harmful to people or property.

## **Required Documents – Please bring the following with your completed application to rent.**

1. **Photo ID:** All applicants must provide photo identification and Social Security card. Acceptable photo identifications include, but not limited to: state issued identification card or driver's license; passport, any other government issued photo identification. (*Note: Military ID cards are not accepted*)
2. **Proof of Income** – Two pay stubs with year-to date, proof of child and/or spousal support payments; proof of social security income, disability or other government income, proof of retirement or trust fund account, etc. **Combined gross monthly income of all lease holders must be at least \_\_\_\_\_ times the monthly rent.** *Self-employed applicants must bring copies of the past three year's tax returns.*
3. **Application Fee** – An application fee (*cash, money order or cashier's check*) in the amount of \$\_\_\_\_\_ for the purpose of obtaining tenant screening reports is required for EACH application.
4. **Proof of Renter's Insurance** (*if required*) – Prior to move-in, you must provide the Declaration Page showing:
  - Minimum of \$100,000 liability coverage
  - Policy equal to or greater than the term of the lease
  - The property and address added as additional insured (to notify landlord, in case policy is terminated)

**If you have any questions, please call us at \_\_\_\_\_.**

WE FOLLOW ALL FEDERAL & STATE HOUSING LAWS AND DO NOT DISCRIMINATE AGAINST ANY PERSON BASED ON RACE, COLOR, RELIGION, SEX, NATIONAL ORIGIN, FAMILIAL STATUS OR HANDICAP.



# APPLICATION TO RENT OR LEASE

**APPLICANT** Each Applicant over the age of 18 must complete their own application form

**PLEASE PRINT**

|                                       |               |                   |                                 |
|---------------------------------------|---------------|-------------------|---------------------------------|
| First, Middle, Last Name              | Date of Birth | Social Security # | Driver's License Number & State |
|                                       |               |                   |                                 |
| Other Names Used in the Last 10 Years | Home Phone    | Cell Phone        | Email Address                   |
|                                       |               |                   |                                 |

**ADDITIONAL OCCUPANTS** List everyone who will live with you:

|                          |               |                           |
|--------------------------|---------------|---------------------------|
| First, Middle, Last Name | Date of Birth | Relationship to Applicant |
|                          |               |                           |
|                          |               |                           |
|                          |               |                           |

## EMPLOYMENT

|                     |                    |                  |
|---------------------|--------------------|------------------|
|                     | Current Employment | Prior Employment |
| Employer            |                    |                  |
| Address             |                    |                  |
| Employer Phone      |                    |                  |
| Job Title           |                    |                  |
| Name of Supervisor  |                    |                  |
| Dates of Employment | From: To:          | From: To:        |
| Income Per Month    | \$                 | \$               |

## RESIDENCE

|                                      |                   |                    |                    |
|--------------------------------------|-------------------|--------------------|--------------------|
|                                      | Current Residence | Previous Residence | Previous Residence |
| Street Address                       |                   |                    |                    |
| City                                 |                   |                    |                    |
| State & Zip                          |                   |                    |                    |
| Dates of Stay                        |                   |                    |                    |
| Owner/Manager<br>And<br>Phone number |                   |                    |                    |
| Reason for Leaving                   |                   |                    |                    |
| Last Rent Paid                       | \$                | \$                 | \$                 |

## VEHICLES

|             |      |       |       |      |             |
|-------------|------|-------|-------|------|-------------|
| Automobiles | Make | Model | Color | Year | License No. |
|             |      |       |       |      |             |
|             |      |       |       |      |             |
| Motorcycles |      |       |       |      |             |

## PERSONAL REFERENCES

|                                   |              |       |              |
|-----------------------------------|--------------|-------|--------------|
| In Case of Emergency, Notify      | Address/City | Phone | Relationship |
|                                   |              |       |              |
| Close Friend                      |              |       |              |
|                                   |              |       |              |
| Nearest Relative Living Elsewhere |              |       |              |
|                                   |              |       |              |



**CREDIT INFORMATION** *Please list all your financial obligations*

| Name of Bank or Savings & Loan |             | Branch or Address |  | Account No. |         | Balance     |  |
|--------------------------------|-------------|-------------------|--|-------------|---------|-------------|--|
|                                |             |                   |  | Checking    |         | \$          |  |
|                                |             |                   |  | Savings     |         | \$          |  |
| Credit Accounts                | Account No. | Address/City      |  | Phone       | Balance | Due Monthly |  |
|                                |             |                   |  |             |         |             |  |
|                                |             |                   |  |             |         |             |  |
|                                |             |                   |  |             |         |             |  |
|                                |             |                   |  |             |         |             |  |
|                                |             |                   |  |             |         |             |  |

**GENERAL INFORMATION** *(Check answer that applies)*

- Do you smoke or vape? ☐ YES ☐ NO
- Do you have any pets/animals? ☐ YES ☐ NO
- Have you ever filed for bankruptcy? ☐ YES ☐ NO
- Do you have any musical instruments? ☐ YES ☐ NO
- Do you have any water-filled furniture or do you intend to use water filled furniture in the unit? ☐ YES ☐ NO
- Have you ever been convicted for selling, possessing, distributing or manufacturing illegal drugs or convicted of any other crime? ☐ YES ☐ NO
- Have you ever been evicted or named as a defendant in an eviction for non-payment of rent or any other reason? ☐ YES ☐ NO

Please explain any "yes" answers to the above questions:

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Why are you leaving your current residence? \_\_\_\_\_

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The applicant hereby applies to rent/lease Unit # \_\_\_\_\_ at \_\_\_\_\_ for \$ \_\_\_\_\_ per month, and upon owner's approval agrees to enter into a Rental Agreement and/or Lease and pay all rent and security deposits required before occupancy.

An application fee of \$ \_\_\_\_\_ is hereby submitted for the cost of processing this application, to obtain credit history and other background information.

**Applicant represents that all information given on this application is true and correct. Applicant hereby authorizes verification of all references and facts, including but not limited to current and previous landlords and employers, and personal references. Applicant hereby authorizes owner/agent to obtain Unlawful Detainer, Credit Reports, Telechecks, and/or criminal background reports. Applicant agrees to furnish additional credit and/or personal references upon request. Applicant understands that incomplete or incorrect information provided in the application may cause a delay in processing which may result in denial of tenancy. In the event that a material misstatement or misrepresentation is discovered after Applicant is accepted as a Resident, and whether or not a Lease or Month to Month Rental Agreement is executed, Owner may, at Owner's sole discretion, deem such misstatement or misrepresentation to be a material and non-curable breach of any subsequent Lease or Month-to-Month Rental Agreement and grounds for rescission of the contract and immediate eviction. Applicant hereby waives any claim and releases from liability any person providing or obtaining said verification or additional information.**

Applicant: \_\_\_\_\_ Date: \_\_\_\_\_  
(Signature required)



## RENTAL HISTORY VERIFICATION

I (We), \_\_\_\_\_, hereby grant you permission to disclose my rental history to \_\_\_\_\_, in order that they may determine my eligibility for rental of a home.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

Name of Community: \_\_\_\_\_

Contact: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Length of Residency? \_\_\_\_\_ Move-in: \_\_\_\_\_ Move-out: \_\_\_\_\_

Monthly Rental Amount: \_\_\_\_\_ # of Late Payments: \_\_\_\_\_

# of Returned Checks/NSF Checks: \_\_\_\_\_ # of 3 Day Notices to Pay Rent: \_\_\_\_\_

Any Other Notices or Violation Letters? \_\_\_\_\_

Any Documented Complaints? \_\_\_\_\_

Tenant Gave Proper 30 Day Notice to Vacate: please check one **YES** or **NO**

Would You Rent to This/These Tenant(s) Again? please check one **YES** or **NO**

Name of Agent Doing Verification: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

***Thank you so much for your time and your prompt response. If you have any questions, please feel free to contact us at: \_\_\_\_\_.***

\_\_\_\_\_  
Property Manager's Signature

\_\_\_\_\_  
Date



## AUTHORIZATION AND VERIFICATION OF EMPLOYMENT

Employer: \_\_\_\_\_ Fax/Email To: \_\_\_\_\_

I, \_\_\_\_\_, hereby grant you permission to disclose my work history to \_\_\_\_\_, in order that they may determine my income eligibility for rental of a home.

\_\_\_\_\_  
Prospective Tenant's Signature

\_\_\_\_\_  
Date

The above referenced employee has applied to rent a home at \_\_\_\_\_.

Please indicate below the employee's current annual income from wages, overtime, bonus, commissions, or any other form of compensation received on a regular basis.

Base Annual Income: \_\_\_\_\_

Overtime: \_\_\_\_\_

Bonus: \_\_\_\_\_

Commission: \_\_\_\_\_

Other: \_\_\_\_\_

**Total:** \_\_\_\_\_

I hereby certify that the statements above are true and correct and complete to the best of my knowledge.

Employer: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

***If you have any questions, please feel free to contact us at: \_\_\_\_\_. Please return a copy of this verification to:***

\_\_\_\_\_  
***Mail:*** \_\_\_\_\_

\_\_\_\_\_  
***Fax:*** \_\_\_\_\_

\_\_\_\_\_  
***Email:*** \_\_\_\_\_

***Thank you so much for your time and your prompt response!***

