

EXLNT Property Management – *Application Instructions*

11652 E. Rosecrans Ave., Norwalk, CA 90650

Phone: (562) 868-0986 / Fax: (562) 868-4943

1. Each adult needs to fill out a **separate application** (spouses can use one application)
2. Fill out **entire** application, including date and signature
3. All working adults need to provide a **recent pay check** stub
4. All working adults need to have been **employed for the past six months**
5. All adults (over 18 years old) need to provide a copy of a **driver's license or California identification card**
6. All adults (over 18 years old) need to provide a copy of their **social security card**
7. Please attach **\$25.00** (non-refundable screening fee) **for each adult** for credit and eviction check
8. Return completed application, other required documents, and necessary fees to our office

THANK YOU

EXLNT Property Management – *Application to Rent*

PERSONAL HISTORY

Name _____ DOB _____ Social Security # _____ Driver's License # _____

Spouse _____ DOB _____ Social Security # _____ Driver's License # _____

Home Phone _____ Work Phone _____ Email Address _____

Is there any other name or nickname that will be necessary for us to check your credit references? Yes ___ No ___

If yes, describe _____

| Other Occupants | Age | Relationship |
|-----------------|-----|--------------|
| | | |
| | | |
| | | |
| | | |

Have you ever filed bankruptcy? Yes ___ No ___ Describe (include when) _____

Have you ever been convicted of a felony? Yes ___ No ___ Describe (include when) _____

Do you have any pets? Yes ___ No ___ How many? ___ Describe _____

Will you be using any liquid-filled furniture (including aquariums) in you residence? Yes ___ No ___ Describe _____

EMPLOYMENT AND INCOME INFORMATION

Current Gross Income _____ (check one) per week ___ per month ___

Spouse's Current Gross Income _____ (check one) per week ___ per month ___

| | Current | Prior | Spouse Current | Spouse Prior |
|------------------|---------|-------|----------------|--------------|
| Occupation | | | | |
| Employer Name | | | | |
| Employer Phone # | | | | |
| Employer Address | | | | |
| Supervisor | | | | |

RENTAL HISTORY (last three places of residence)

| Address | Rent | Owner/Manager | Phone # | From – To Dates | Reason For Leaving |
|---------|------|---------------|---------|-----------------|--------------------|
| | | | | | |
| | | | | | |
| | | | | | |

FINANCIAL INFORMATION (bank accounts and financial obligations)

| Name of Bank | Checking or Savings? | Account Number | Balance |
|--------------|----------------------|----------------|---------|
| | | | |
| | | | |

| Payment To | Monthly Payment | Account Number |
|------------|-----------------|----------------|
| | | |
| | | |
| | | |
| | | |
| | | |

PERSONAL REFERENCES AND EMERGENCY CONTACT

| Name | Full Address | Phone # | Relationship | Contact in emergency? |
|------|--------------|---------|--------------|-----------------------|
| | | | | |
| | | | | |
| | | | | |

VEHICLES

| Make | Model | Year | Color | License Plate # |
|------|-------|------|-------|-----------------|
| | | | | |
| | | | | |
| | | | | |

The undersigned makes application to rent housing accommodations as: Apt. No. _____ Located at _____

The rental for which is \$_____ per month and upon approval of this application agrees to sign a rental or lease agreement and to pay all the sums due, including the required deposits before occupancy.

The expected move-in date is _____

Applicant(s) represents that all of the above information is true and correct and understands that this information can be relied upon by the lessor and hereby authorizes verification of the above items including but not limited to obtaining of a credit report and agrees to furnish additional credit references upon request.

I/we declare under penalty of perjury that all of the above information is true and correct to the best of my ability.

Date _____ Time _____ Applicant Signature _____

Date _____ Time _____ Spouse Signature _____