



Dear Applicants,

Thank you for your interest in leasing a home. We hope to make the application process as simple and straight forward as possible. Please review the following information:

1. Please fill out our rental application in its entirety. Every question and box must be answered with a signature on the last page. Every potential tenant over the age of 18 will need to have their own application filled out and signed. No exceptions.
2. Please have all supporting documentation included with the application. A minimum of 2 recent pay stubs and one month of checking account transactions. If you are self employed please include 3 months of banking statements for personal and business checking accounts along with last year's PERSONAL tax return. Any income that you wish to have considered must be documented. (E.g. social security, child support, spousal support, etc)
3. A copy of your drivers license or passport must be attached along with a copy of the front and back of your social security card.
4. Include a \$30 application fee PER application. This fee is NON-REFUNDABLE and is NOT applied to any rent or security deposit.

House and Condo Management requires applicants combined monthly gross income to be 3 times the total monthly rent to be considered for the property.

Complete and signed applications from ALL tenants, co-tenants, guarantors, or co-signors are required before the applications will be processed and considered. House and Condo Management will process all applications and present them to the owner. The owner of the property will select whichever they feel is the strongest application.

Completed applications are to be dropped off at our office located at the Realty Executives building at 24106 Lyons Ave, Newhall Ca 91321. Please note ATTN: HOUSE AND CONDO MANAGEMENT on the front of the envelope.

Most applications are processed within 24 to 72 hours. Once an application is processed and selected House and Condo Management will notify the applicant. If approved, you have 72 hours to sign a lease agreement and drop off the *security deposit and first month's rent in cashier's checks made out to House and Condo Management*. At this time we will remove the property from the market and hold it until your move-in.

Should you have any questions regarding the application process please email us at HouseAndCondo661@gmail.com or call us at 661-476-9001.

Thank you,

Lauren Davis
Ca Bre License #01217013, 01365830



Rental Application

Property Address: _____

Rental Rate: _____ Security deposit: _____

Requested move in date: _____

Full Name of Applicant: _____
(First, Middle, Last)

Social Security number: _____ Birth Date: _____

Drivers License #: _____ State: _____ Expiration: _____

Cell phone# _____ - _____ - _____ Work # _____ - _____ - _____

Email address: _____ @ _____

Name(s) of all other persons to occupy the property:

| Full Name | Age | Occupation | Relationship to Applicant |
|-----------|-----|------------|---------------------------|
| | | | |
| | | | |
| | | | |
| | | | |

Residence History Current Previous

| Residence History | Current | Previous |
|----------------------------|-------------------------|-------------------------|
| Address | | |
| City, State and Zip | | |
| Duration | From: To: | From: To: |
| Rent Paid | \$ | \$ |
| Landlord Name | | |
| Landlord Phone | | |
| Reason for Leaving | | |



Employment History

Current

Previous

| | | |
|-------------------------------|-------------------------|-------------------------|
| Name of Employer | | |
| Address | | |
| Job Position | | |
| Time of Employment | From: To: | From: To: |
| Supervisor's name | | |
| Supervisor's phone # | | |
| Gross Income per month | \$ | \$ |

Bank Information

| Name of Bank | Type of Account | Account Balance |
|---------------------|------------------------|------------------------|
| | | |
| | | |
| | | |

Personal References

| | Name | Phone | Relationship |
|-------------------------|-------------|--------------|---------------------|
| Closest Relative | | | |
| Non-Relative | | | |
| Non-Relative | | | |

Vehicles

| Make | Model | Year | Color | License # | Owner | Insurance co |
|-------------|--------------|-------------|--------------|------------------|--------------|---------------------|
| | | | | | | |
| | | | | | | |
| | | | | | | |



General Information:

1. Do you or any applicant have any pets that will occupy the premise? _____. If yes, please list the type of animal, its breed, age and name.

2. Have you or any applicant ever been evicted or refused to pay rent for any reason? _____
 - a. If yes, please explain: _____
3. Have you or any applicants filed for bankruptcy or had any civil judgments against you in the past 10 years? _____

Applicant represents that the above information is true and complete. Applicant hereby authorizes the owner, landlord, and/or property manager to verify all information, obtain a full credit report, background and unlawful detainer on applicant. Applicant understands that owner, landlord and/or property manager may accept more than one application for the property and use their sole discretion to select the best qualified application.

It is understood that this application is not a Rental Agreement/Lease and that the applicant has no rights to the property until a written Rental Agreement/Lease is signed by all parties and all rent/security deposits have been collected. It is also understood that until that point the property will remain on the market allowing the owner, landlord and/or property manager to accept other applications.

Applicant has paid a NON-REFUNDABLE application fee of \$30.

Applicant gives House and Condo Management, owner and/or landlord written permission to contact prior landlords for information about past relationships.

By signing below I authorize the disclosure of any information requested about me or any parties listed above to the rental owner, landlord and/or House and Condo Management and any of its employees or agents. I further authorize the rental owner and/or House and Condo Management to obtain updated information annually and on any occasions where collection purposes would be deemed necessary.

Ca Bre License #01217013, 01365830

Applicant's signature

Printed Name

Date Signed