

# apartment

## FINDERS

Property Management & Rental Services

3664 Fourth Avenue  
San Diego, CA 92103

619-296-2787 office 858-768-0342 fax [Info@ApartmentFindersInc.com](mailto:Info@ApartmentFindersInc.com)

Best Phone Number to Contact You \_\_\_\_\_

Your E-mail Address? \_\_\_\_\_

How did you hear about this property? \_\_\_\_\_

First Name		Middle		Last Name	
Date of Birth		Social Security Number		Drivers License#	State Expires
Present Address		City	State	Zip Code (required)	Monthly Rent Deposit
Date of Move in		Owner/Manager		Phone #	
Reason For Moving?				Scheduled Move out Date	
Previous Address		City	State	Zip Code (required)	Monthly Rent Deposit
Date of Move in	Date of Move Out	Owner Manager		Phone #	
Additional Occupants other than Applicants? (Please List)					
Occupation		Supervisor		Time Employed	Monthly Income
Employer		Employer Address		Employer Phone #	
Additional Income?		Source??			
Do you have Pets? If So, what type and breed?					
Have you ever been a defendant in an unlawful detainer (EVICTION) Action?..... Yes No					
Have you ever been two or more weeks late on the payment of Rent? ..... Yes No					
Do you expect any change In your income In the near future?..... Yes No					
Have you used any other names In the past six months?..... Yes No					
Have you ever filed Bankruptcy? Why and When? Any Repossession?..... Yes No					
Can you pay the balance of the Security Deposit upon approval of your application?..... Yes No (If Not, When?)					

Authorization Is hear by given for the direct contact with references and/or employers. Authorization is hear-]o]by given to obtain a credit report. This application is not a lease agreement or contract and Is subject to approval by Owner or Owner's agent. It Is also understood by the applicant that a **fee of \$30.00** will be charged by Apartment Finders for each applicant over the age of 18 in order to cover the cost of running a credit report. **THIS FEE IS NON-REFUNDABLE.**

Upon approval of thls application and In consideration of reservation deposit In the amount of \$\_\_\_\_\_ which Is completely refundable If application is not approved. Upon approval applied to the total security Deposit of \$\_\_\_\_\_

Apartment Finders does hereby agree to hold \_\_\_\_\_ until \_\_\_\_\_

for the above applicant who agree to accept said premises on said date at a rental rate of \$\_\_\_\_\_ per month, payable in advance on the first day of each month, and to sign a lease for **one, six, nine or twelve** months.

**Prospective Resident Acknowledges and understands that In the event said premise is available and he/she does not take Possession of said property on said date, the reservation payment shall be retained by the Lessor as consideration for keeping the rental dwelling off the rental market.** This agreement depends upon Lessor/Landlord receiving a satisfactory report of Applicants's References and Credit history. In such an event, or If said premises Is not available on said date for any reason whatsoever, the prospective resident may elect to have his / her reservation payment refunded. Holding Deposit Received\_\_\_\_\_. Application Fees Received\_\_\_\_\_

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

Signature of Leasing Agent \_\_\_\_\_ Date \_\_\_\_\_

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.

In order to hold a rental unit we require a holding deposit. The holding deposit is calculated as follows. **Rental units less than \$2000 require a \$500 holding deposit. Rental units over \$2000 require a holding deposit of \$1000.** The holding deposit is applied towards the total security deposit. The balance of the security deposit is due when the lease is signed. **We require that a lease be signed within 72 hours of application approval.** See front of application for holding deposit agreement

**OCCUPANCY STANDARD** – The maximum occupancy standards are listed below: Studio = 2 people; One Bedroom = 3 people; Two Bedroom = 5 people; Three Bedroom = 7 people; etc

**AGE REQUIREMENTS** – All occupants 18 years old or older must be listed as a lessee and must submit a fully completed application. **ALL LINES MUST BE FILLED IN.** If a line is inapplicable to you, you must place an “N/A” on the line. Inaccurate, false, or materially misleading information will disqualify applicant as a prospective renter.

**IDENTIFICATION REQUIREMENTS** – 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 cards are not accepted)*

**INCOME REQUIREMENTS** – Combined gross monthly income of all lease holders must be at least 2.75 times the monthly rent. Proof of income must be submitted with application to be considered. Acceptable proofs of income include:

- Two most recent paycheck stubs with YTD total
- Previous year’s tax return, W-2, or 1099
- 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
- Current employment offer letter (for new employment)
- Provide proof of liquid assets that show at least times the apartment rent
- Self-employed can provide most recent personal tax return and three months personal bank statements (must be from the same account) to show sufficient income of at least 3 times the amount of rent.
- Jobs that are based off of tips, bonuses or commissions will be considered self-employed.
- Students including foreign students with visas should discuss the best way to verify income with your leasing agent.

**CREDIT REQUIREMENTS** – applicant(s) must have a verifiable credit history and report that demonstrates a willingness to pay financial obligations in a timely fashion.

- Applicant must have a minimum **FICO score of 650 or higher**
- Applicant should have no more than 25% negative/derogatory accounts
- Bankruptcies must be discharged and at least 2 years old
- Verifiable and favorable rental history from unbiased sources – relatives, in-laws, and/or employers are not considered unbiased sources
- Monies owed to previous landlords will automatically be denied, unless debt is verifiably satisfied.
- Applicants named in evictions will be automatically DENIED.
- **APPLICATION FEE** – A \$30 application fee for the purpose of running tenant screening is required for each applicant
- Some properties will accept co-signors and some will not. Please ask your leasing consultant

**CRIMINAL HISTORY** – *We do not automatically deny applicants based on criminal history. However, criminal history may, at the discretion of the Landlord, be considered and may be used to determine whether applicant will be accepted or denied residency based on: 1) the nature of the offense and/or charge; 2) whether the final disposition resulted in a guilty verdict or plea; and, 3) the amount of elapsed time from the date of final disposition (e.g. applicant was released from prison, probation, or parole).*

*We limit consideration to convictions, the dates of final disposition of which predate the report by no more than seven years. Note that any conviction for a crime or crimes against property and/or people which could result in jail time of one year or more, (notwithstanding the fact that the conviction may have been negotiated and/or plea bargained down to a misdemeanor and/or less than one year in jail) may result in denial.*