

APPLICATION PACKAGE
(11 Pages)

Out Date: _____
Received Date: _____
By: _____
Applying For: _____

- This Application package must be filled out COMPLETELY.
- Incomplete or illegible documents will not be considered.
- Please write neatly and clearly.
- Blue or Black ink only.

The following documents must be included when applying for a rental property:

- | | |
|--------------------------|--|
| <input type="checkbox"/> | Rental Application |
| <input type="checkbox"/> | Verification of Employment
(For each Applicant / Co-Applicant)
*Please also submit copy of most recent Payroll Stub |
| <input type="checkbox"/> | Copy of Most Recent Payroll Stub |
| <input type="checkbox"/> | Applicant Verification by Current Landlord |
| <input type="checkbox"/> | Copy of Driver's License / Identification Card
(For each Applicant / Co-Applicant <u>AND</u> any other adult occupant) |
| <input type="checkbox"/> | Copy of Recent Credit report for each Applicant/ Co-Applicant |

Please Submit complete Application Packages To:

Steinbeck Realty, Inc.
347 Cayuga St.
Salinas, CA 93901
Office: (831) 757-9999
Fax: (831) 757-7769
SteinbeckRlty@aol.com



Notice: All Applicants must sign the application below. Application is VOID if NOT signed below!

Steinbeck Realty, Inc.
346 Cayuga St.
Salinas, CA 93901
Office: (831)757-9999
Fax: (831)757-7769

Office Use Only

Out Date:	
Received Date:	
By:	
Applying For:	

TENANT'S PERSONAL AND CREDIT INFORMATION

Anticipated length of Occupancy?: _____

Applicant #1

Name: _____ Date of Birth: _____ Social Security #: _____
first, middle, last

Drivers License# _____ Expires _____ Cell Phone #: _____

Present Address: _____
street city state zip

How long at this address? _____ From: _____ To: _____

Landlord or Agents Name: _____ Landlord's Phone #: _____

Reason for leaving: _____

Previous Address: _____
street city state zip

How long at this address? _____ From: _____ To: _____

Landlord or Agents Name: _____ Landlord's Phone #: _____

Have you ever been evicted from any tenancy? _____ Have you ever willfully and intentionally refused to pay rent when due? _____
Have you ever filed a petition for bankruptcy? _____

Employment History

Employer: _____ Position Held: _____

Employer Address: _____

Employer's Phone # _____ Supervisor: _____

Type of Business: _____ How long have you been Employed here? _____ From _____ To: _____

Monthly Gross Income: \$ _____

Previous Employer: _____ Position Held: _____

Employer Address: _____

Employer's Phone # _____ Supervisor: _____

Type of Business: _____ How long have you been Employed here? _____ From _____ To: _____

All occupants Names and Ages:

1) _____ 2) _____

3) _____ 4) _____

Credit References

Creditor Name #1: _____ Account # _____

Creditor Address: _____ Purpose of Credit: _____

Account Open or Closed? _____ Highest owed amount: \$ _____

Creditor Name #2: _____ Account # _____

Creditor Address: _____ Purpose of Credit: _____

Account Open or Closed? _____ Highest owed amount: \$ _____

Personal References

Reference #1

Name: _____ Address: _____

Phone #: _____ Length of Acquaintance: _____

Occupation: _____

Reference #2

Name: _____ Address: _____

Phone #: _____ Length of Acquaintance: _____

Occupation: _____

Nearest Relationship

Name: _____ Address: _____

Phone # _____ Relationship: _____

Name: _____ Address: _____

Phone # _____ Relationship: _____

Vehicles

Applicant #1 Car

Year: _____ Make: _____ Model: _____ Color: _____ License Plate#: _____

Co-Applicant #2 Car

Year: _____ Make: _____ Model: _____ Color: _____ License Plate#: _____

Additional Car(s)

Year: _____ Make: _____ Model: _____ Color: _____ License Plate#: _____

Year: _____ Make: _____ Model: _____ Color: _____ License Plate#: _____

Co-Applicant #2

Name: _____ Date of Birth: _____ Social Security #: _____
first, middle, last

Drivers License# _____ Expires _____ Cell Phone #: _____

Present Address: _____
street city state zip

How long at this address? _____ From: _____ To: _____

Landlord or Agents Name: _____ Landlord's Phone #: _____

Reason for leaving: _____

Previous Address: _____
street city state zip

How long at this address? _____ From: _____ To: _____

Landlord or Agents Name: _____ Landlord's Phone #: _____

Have you ever been evicted from any tenancy? _____ Have you ever willfully and intentionally refused to pay rent when due? _____
Have you ever filed a petition for bankruptcy? _____

Employment History

Employer: _____ Position Held: _____

Employer Address: _____

Employer's Phone # _____ Supervisor: _____

Type of Business: _____ How long have you been Employed here? _____ From _____ To: _____

Monthly Gross Income: \$ _____

Previous Employer: _____ Position Held: _____

Employer Address: _____

Employer's Phone # _____ Supervisor: _____

Type of Business: _____ How long have you been Employed here? _____ From _____ To: _____

All occupants Names and Ages:

1) _____ 2) _____

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Credit References

Creditor Name #1: _____ Account # _____

Creditor Address: _____ Purpose of Credit: _____

Account Open or Closed? _____ Highest owed amount: \$ _____

Creditor Name #2: _____ Account # _____

Creditor Address: _____ Purpose of Credit: _____

Account Open or Closed? _____ Highest owed amount: \$ _____

Personal References

Reference #1

Name: _____ Address: _____

Phone #: _____ Length of Acquaintance: _____

Occupation: _____

Reference #2

Name: _____ Address: _____

Phone #: _____ Length of Acquaintance: _____

Occupation: _____

Nearest Relationship

Name: _____ Address: _____

Phone # _____ Relationship: _____

Name: _____ Address: _____

Phone # _____ Relationship: _____

I DECLARE THAT THE FOREGOING INFORMATION IS TRUE AND CORRECT, AND AUTHORIZE ITS VERIFICATION AND THE OBTAINING OF CONSUMER CREDIT REPORT.

I agree that Landlord may terminate any agreement entered into in reliance on any misstatement made above.

Applicant #1: _____ date: _____
signature

Co-Applicant #2: _____ date: _____
signature

*In Addition to this Application, you will also need to provide the following documents:

- Verification of Employment for each Applicant / Co-Applicant
- Copy of most recent Payroll stub for each Applicant / Co-Applicant
- Applicant Verification by current Landlord
- Copy of Driver's License or Identification Card for each Applicant and Adult Occupant
- Copy of Recent Credit Report for each Applicant / Co-Applicant



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 office: (831) 757-9999
 fax: (831) 757-7769

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Applying For: _____

Employment & Income Verification

To be completed by **Applicant/Tenant**:

I hereby grant my employer permission to disclose my employment status and income to Steinbeck Realty, Inc. so they may determine my income eligibility

Employees Name (print name): _____

Signature: X _____

Social Security Number: _____

Employee Identification Number: _____

Date: _____

APPLICANT / TENANT COMPLETES

To be completed by Applicant's **Employer**:

EMPLOYER COMPLETES

*****(Mail to Steinbeck Realty, Inc. at above address) or fax to (831) 757-7769.**

The above employee has applied for a rental unit located at _____
 Every income statement of a prospective tenant must be stringently verified.

Please indicate below the employee's:

FULL NAME: _____ SOCIAL SECURITY # _____

DATE HIRED: _____ EMPLOYEE ID# _____

JOB TITLE: _____

AVERAGE MONTHLY INCOME: _____

AVERAGE ANNUAL INCOME: _____

TOTAL INCOME EARNED AS OF THIS DATE: _____

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

Signature: X _____ Date: _____ Job Title: _____

Company Name: _____ Address: _____

Telephone Number: _____ Extension: _____





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Employees Name (print name): _____

Signature: X _____

Social Security Number: _____

Employee Identification Number: _____

Date: _____

APPLICANT / TENANT COMPLETES

To be completed by Applicant's **Employer**:

EMPLOYER COMPLETES

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The above employee has applied for a rental unit located at _____
 Every income statement of a prospective tenant must be stringently verified.

Please indicate below the employee's:

FULL NAME: _____ SOCIAL SECURITY # _____

DATE HIRED: _____ EMPLOYEE ID# _____

JOB TITLE: _____

AVERAGE MONTHLY INCOME: _____

AVERAGE ANNUAL INCOME: _____

TOTAL INCOME EARNED AS OF THIS DATE: _____

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

Signature: X _____ Date: _____ Job Title: _____

Company Name: _____ Address: _____

Telephone Number: _____ Extension: _____



Copy of Most Recent Pay Roll Stubs

Please Provide Copy of Applicant #1 Pay Roll Stub

Please Provide Copy of Co-Applicant #2 Pay Roll Stub

APPLICANT VERIFICATION
TO BE COMPLETED BY CURRENT LAND LORD

Date: _____

To: _____ (current Landlord)

From:

Applicant(s) Name: _____ is applying for a rental and has given permission to release the following information. Please see the rental application signed by the tenant(s).

INFORMATION TO BE FILLED OUT BY CURRENT/PRIOR LANDLORD:

Name of Landlord/Owner: _____

Address of the Property Rented: _____

How Long was this tenant at this address? _____ Last Rent Amount Paid: _____

Rent paid on time? _____

If late, how often? _____

Any 3 or 30-day notices served? _____

If so, reason? _____

Did resident give 30-day notice? _____

Any behavior problems with resident/tenant? _____

Any maintenance problems caused by tenant? _____

What was the condition of the unit when vacated? _____

Would you rent to this person(s) again? _____

X _____ date: _____

Signature

Print Name

contact phone number: _____

Please Fax back to (831) 757-7769 or Email to steinbeckrlty@aol.com

Thank you.

Joseph Hernandez Broker/President

Copy of Drivers License / Identification Car

Please Provide Copy of Identification

Applicant # 1

Please Provide Copy of Identification

Co-Applicant # 2

Please Provide Copy of Identification

Adult Occupant

Please Provide Copy of Identification

Adult Occupant

Copy of Credit Report

Applicant # 1

Please Provide Copy of Credit Report

Co-Applicant # 2

Please Provide Copy of Credit Report