

SUN-WEST MANAGEMENT & REALTY, INC.

APPLICATION TO LEASE

PROPERTY APPLYING FOR : _____

NAME : _____ SOCIAL SECURITY NUMBER: _____ - _____ - _____

PHONE: _____ DRIVERS LICENSE: _____ D.O.B. _____

NAME : _____ SOCIAL SECURITY NUMBER: _____ - _____ - _____

PHONE: _____ DRIVERS LICENSE: _____ D.O.B. _____

RENTAL HISTORY: PLEASE PROVIDE PREVIOUS IF LESS THAN TWO YEARS

	ADDRESS:	CITY:	ZIP:	LANDLORD:	PHONE:	FROM:	TO:
CURRENT:							
PREVIOUS							

EMPLOYMENT HISTORY:

PROSPECTIVE TENANT :

	EMPLOYER:	OCCUPATION:	ADDRESS:	SUPERVISOR	PHONE:	SALARY	HOW LONG?
CURRENT:							
PREVIOUS:							

PROSPECTIVE TENANT :

	EMPLOYER:	OCCUPATION:	ADDRESS:	SUPERVISOR:	PHONE:	SALARY:	HOW LONG?
CURRENT:							
PREVIOUS:							

BANK INFORMATION:

NAME OF BANK:	BRANCH ADDRESS:	SAVINGS ACCOUNT #	CHECKING ACCOUNT #	HOW LONG?

IN CASE OF EMERGENCY:

NAME	ADDRESS	PHONE	RELATIONSHIP

PERSONAL REFERENCES:

NAME	PHONE	OCCUPATION	HOW LONG?

PROPOSED OCCUPANTS:

NAME	AGE	RELATIONSHIP	OCCUPATION

VEHICLES TO BE YEAR: _____ TYPE: _____ LICENSE PLATE # _____

PARKED AT PROPERTY: YEAR: _____ TYPE: _____ LICENSE PLATE # _____

HAVE YOU EVER BEEN EVICTED? _____ No _____ Yes IF YES, EXPLAIN: _____

PETS: _____ YES _____ NO, IF SO DESCRIBE _____ BREED _____ AGE _____ NAME _____

WHY ARE YOU VACATING YOUR CURRENT RESIDENCE? _____

APPLICANT REPRESENTS THAT ALL STATEMENTS ABOVE ARE ACCURATE AND TRUE TO THE BEST OF THEIR KNOWLEDGE AND HEREBY AUTHORIZES VERIFICATION OF REFERENCES BY SUN-WEST MANAGEMENT & REALTY, INC. THE UNDERSIGNED ALSO AGREES TO FURNISH FURTHER CREDIT REFERENCES UPON REQUEST.

APPLICANT SIGNATURE

PRINTED NAME

DATE

APPLICANT SIGNATURE

PRINTED NAME

DATE

PLEASE SUPPLY EMAIL ADDRESS: _____

INSTRUCTIONS/REQUIREMENTS FOR RENTAL APPLICATION

1. FILL OUT YOUR APPLICATION **COMPLETELY**
2. PROVIDE COPIES OF LAST PAYSTUBS FROM ALL WORKING APPLICANTS.
3. PROVIDE LAST SIX MONTHS RENT RECEIPTS/CANCELLED CHECKS OR A LETTER FROM PRESENT LANDLORD INDICATING LENGTH OF OCCUPANCY AND LATE PAYMENTS/BOUNCED CHECKS IF ANY.
4. COPIES OF DRIVERS LICENSE FOR ALL APPLICANTS OVER THE AGE OF EIGHTEEN
5. CREDIT CHECK FEE: \$45.00 FOR MARRIED COUPLE OR \$45.00 FOR EACH APPLICANT (**CASH ONLY**)
6. CASHIERS CHECK OR MONEY ORDER FOR 1 /2 DEPOSIT TO HOLD PROPERTY.
7. BALANCE OF SUMS DUE UPON SIGNING OF LEASE (CASH, CASHIERS' CHECK OR MONEY ORDER **ONLY**)
8. ADDMINISTRATION FEE OF \$100.00 DUE UPON SIGNING OF LEASE (CASH, CASHIER'S CHECK OR MONEY ORDER **ONLY**)
9. **PROOF OF RENTER INSURANCE MUST BE PRESENTED AT LEASE SIGNING. MANDATORY .**

LOSS PAYEE SHOULD READ AS FOLLOWS: **SUN-WEST MGMT & REALTY, INC AND**

DUE AT SIGNING

- ♦ **PROOF OF INSURANCE COVERAGE**

- ♦ 1ST MONTH'S RENT + SALES TAX \$ _____

- ♦ BALANCE OF SECURITY DEPOSIT \$ _____

- ♦ ADMINISTRATION FEE \$ \$100.00

TOTAL DUE \$ _____

ADDITIONAL DETAILS:

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____