

## *North Woods Realty, Inc.*

CAL BRE# 01479286  
340 U.S. Hwy 101 North  
Crescent City, CA 95531  
**Business (707) 464-7355**  
Fax (707) 465-4635  
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### RENTAL APPLICATION PROCEDURE

Attached is an application to rent for North Woods Realty, Inc. You are encouraged to take the available rental list and drive by the residence. **Do not disturb current occupant of residence.**

After a drive-by viewing, if you are interested in making application for rent, please contact our office to make an appointment to inspect the inside of the rental and complete a rental application.

At time of application, you must supply a credit report not more than 90 days old. If you do not have a current credit report **within** the last 90 days, there is a \$30.00 fee per adult occupant, excluding husband and wife. All persons, over the age of 18, who will be occupying said rental **MUST** have a current credit report done, excluding husband and wife. Husband and wives are required to have one credit report done. The rental application does not provide a place for applicant's birth date or social security number. However, in order to obtain a credit report through this office, we must have each individual's birth date and social security number. Please provide that information on the application noting which person it applies to.

Upon obtaining a credit report and completed application, this office will conduct a reference check on your past rental history. Please be prepared to provide past rental information. Upon completion of the reference check and obtaining a credit report, the Property Management Broker will make a determination of rental application acceptability and notify you of the results. This process may take a few days to complete. Please be prepared to be patient. Some residences may require additional preparation prior to rental occupancy.

You will be required to meet with the Property Management Broker to complete required notification of the following:

1. Lead Paint Booklet
2. Data-Base Disclosure (Megan's Law)
3. Tenant Rules for Quality Living
4. Lease Addendum for Drug Free Housing
5. Walk Through Letter
6. Acknowledgment of Receipt of Smoke Detector and Carbon Monoxide  
· Detector
7. Move-In-Move-Out Disclosure
8. Late Fee Policy

If you have any questions please contact our office.



**APPLICATION TO RENT/SCREENING FEE**  
(C.A.R. Form LRA, Revised 11/09)

**I. APPLICATION TO RENT**

THIS SECTION TO BE COMPLETED BY APPLICANT. A SEPARATE APPLICATION TO RENT IS REQUIRED FOR EACH OCCUPANT 18 YEARS OF AGE OR OVER, OR AN EMANICIPATED MINOR.

Applicant is completing Application as a (check one)  tenant,  tenant with co-tenant(s) or  guarantor/co-signor.

Total number of applicants \_\_\_\_\_

**PREMISES INFORMATION**

Application to rent property at \_\_\_\_\_ ("Premises")  
Rent: \$ \_\_\_\_\_ per \_\_\_\_\_ Proposed move-in date \_\_\_\_\_

**PERSONAL INFORMATION**

**FULL NAME OF APPLICANT** \_\_\_\_\_  
Social security No. \_\_\_\_\_ Driver's license No. \_\_\_\_\_ State \_\_\_\_\_ Expires \_\_\_\_\_  
Phone number: Home \_\_\_\_\_ Work \_\_\_\_\_ Other \_\_\_\_\_  
Email \_\_\_\_\_  
Name(s) of all other proposed occupant(s) and relationship to applicant \_\_\_\_\_  
Pet(s) or service animals (number and type) \_\_\_\_\_  
Auto: Make \_\_\_\_\_ Model \_\_\_\_\_ Year \_\_\_\_\_ License No. \_\_\_\_\_ State \_\_\_\_\_ Color \_\_\_\_\_  
Other vehicle(s): \_\_\_\_\_  
In case of emergency, person to notify \_\_\_\_\_ Relationship \_\_\_\_\_  
Address \_\_\_\_\_ Phone \_\_\_\_\_  
Does applicant or any proposed occupant plan to use liquid-filled furniture?  No  Yes Type \_\_\_\_\_  
Has applicant been a party to an unlawful detainer action or filed bankruptcy within the last seven years?  No  Yes  
If yes, explain \_\_\_\_\_  
Has applicant or any proposed occupant ever been convicted of or pleaded no contest to a felony?  No  Yes  
If yes, explain \_\_\_\_\_  
Has applicant or any proposed occupant ever been asked to move out of a residence?  No  Yes  
If yes, explain \_\_\_\_\_

**RESIDENCE HISTORY**

Current address _____ City/State/Zip _____ From _____ to _____ Name of Landlord/Manager _____ Landlord/Manager's phone _____ Do you own this property? <input type="checkbox"/> No <input type="checkbox"/> Yes Reason for leaving current address _____	Previous address _____ City/State/Zip _____ From _____ to _____ Name of Landlord/Manager _____ Landlord/Manager's phone _____ Did you own this property? <input type="checkbox"/> No <input type="checkbox"/> Yes Reason for leaving this address _____
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**EMPLOYMENT AND INCOME HISTORY**

Current employer _____ Employer's address _____ Position or title _____ Employment gross income \$ _____ per _____ Previous employer _____ Employer's address _____ Position or title _____	Supervisor _____ From _____ To _____ Supervisor's phone _____ Phone number to verify employment _____ Other \$ _____ per _____ Source _____ Supervisor _____ From _____ To _____ Supervisor's phone _____ Employment gross income \$ _____ per _____
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LRA REVISED 11/09 (PAGE 1 OF 2)

Applicant's Initials ( \_\_\_\_\_ ) ( \_\_\_\_\_ )

Reviewed by \_\_\_\_\_ Date \_\_\_\_\_



**APPLICATION TO RENT/SCREENING FEE (LRA PAGE 1 OF 2)**

Property Address: \_\_\_\_\_ Date: \_\_\_\_\_

**CREDIT INFORMATION**

Name of creditor	Account number	Monthly payment	Balance due

Name of bank/branch	Account number	Type of account	Account balance

**PERSONAL REFERENCES**

Name _____	Address _____	Occupation _____
Phone _____	Length of acquaintance _____	
Name _____	Address _____	Occupation _____
Phone _____	Length of acquaintance _____	

**NEAREST RELATIVE(S)**

Name _____	Address _____	Relationship _____
Phone _____		
Name _____	Address _____	Relationship _____
Phone _____		

Applicant understands and agrees: (i) this is an application to rent only and does not guarantee that applicant will be offered the Premises; and (ii) Landlord or Manager or Agent may accept more than one application for the Premises and, using their sole discretion, will select the best qualified applicant.

Applicant represents the above information to be true and complete, and hereby authorizes Landlord or Manager or Agent to: (I) verify the information provided; and (II) obtain credit report on applicant.

If application is not fully completed, or received without the screening fee: (i) the application will not be processed, and (ii) the application and any screening fee will be returned.

Applicant \_\_\_\_\_ Date \_\_\_\_\_ Time \_\_\_\_\_

Return your completed application and any applicable fee not already paid to: \_\_\_\_\_  
Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**II. SCREENING FEE**

**THIS SECTION TO BE COMPLETED BY LANDLORD, MANAGER OR AGENT.**

Applicant has paid a nonrefundable screening fee of \$ \_\_\_\_\_, applied as follows: (The screening fee may not exceed \$30.00 adjusted annually from 1-1-98 commensurate with the increase in the Consumer Price Index.) A CPI inflation calculator is available on the Bureau of Labor Statistics website, www.bls.gov. The California Department of Consumer Affairs calculates the applicable screening fee amount to be \$37.57 as of 2006.

\$ \_\_\_\_\_ for credit reports prepared by \_\_\_\_\_ ;  
\$ \_\_\_\_\_ for \_\_\_\_\_ (other out-of-pocket expenses); and  
\$ \_\_\_\_\_ for processing.

The undersigned has read the foregoing and acknowledges receipt of a copy.

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


The undersigned has received the screening fee indicated above.

\_\_\_\_\_ DRE Lic. # 01479286 \_\_\_\_\_ Date \_\_\_\_\_

Landlord or Manager or Agent Signature \_\_\_\_\_ Date \_\_\_\_\_

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