

# Heritage Realty

Established 1975

## RENTAL APPLICATION

**Required: Each adult over 18 must fill out a separate signed application, with a copy of each ID/DL. A non-refundable application fee of \$40 (\$45 if submitted online) is required for each adult or married couple and is due at the time of submission.**

### RENTAL PROPERTY & PAYMENT DETAILS

PROPERTY ADDRESS \_\_\_\_\_ RENTAL AGENT (IF APPLICABLE) \_\_\_\_\_

PAYEE ON CHECK/MO PAYMENT TYPE CHECK/MONEY ORDER(MO)# AMOUNT PAID

### PERSONAL INFORMATION

LAST NAME FIRST NAME M.I. SSN# ID/DL#

DOB HOME# MOBILE# WORK# EMAIL

### SPOUSAL INFORMATION

LAST NAME FIRST NAME M.I. SSN# ID/DL#

DOB HOME# MOBILE# WORK# EMAIL

### CURRENT ADDRESS

CURRENT STREET ADDRESS CITY STATE ZIP

MOVE-IN DATE MOVE-OUT DATE MONTHLY RENT REASON FOR LEAVING

LANDLORD NAME/COMPANY PHONE EMAIL

### ADDITIONAL OCCUPANTS/DEPENDENT INFORMATION

1) \_\_\_\_\_ 2) \_\_\_\_\_ 3) \_\_\_\_\_  
LAST NAME, FIRST NAME DOB LAST NAME, FIRST NAME DOB LAST NAME, FIRST NAME DOB

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PETS?  YES  NO  
(IF YES INDICATE TYPE OF ANIMAL | BREED | SIZE | DESCRIPTION)

1) \_\_\_\_\_ 2) \_\_\_\_\_

CURRENT EMPLOYMENT | INCOME INFORMATION  
*If self-employed, prepare to provide last 3 months of tax returns and bank statements*

OCCUPATION/TITLE	EMPLOYER/COMPANY	START DATE	MONTHLY SALARY
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SUPERVISOR NAME	SUPERVISOR PHONE	SUPERVISOR EMAIL
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OTHER INCOME DESCRIPTION	MONTHLY SALARY
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SPOUSE CURRENT EMPLOYMENT | INCOME INFORMATION

SPOUSE OCCUPATION	EMPLOYER/COMPANY	START DATE	MONTHLY SALARY
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SUPERVISOR NAME	SUPERVISOR PHONE	SUPERVISOR EMAIL
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OTHER INCOME DESCRIPTION	MONTHLY SALARY
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EMERGENCY CONTACT

1. NAME	ADDRESS	PHONE	RELATIONSHIP
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2. NAME	ADDRESS	PHONE	RELATIONSHIP
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PERSONAL REFERENCE

1. NAME	ADDRESS	PHONE	RELATIONSHIP
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2. NAME	ADDRESS	PHONE	RELATIONSHIP
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BACKGROUND INFORMATION

HAVE YOU EVER: Filed bankruptcy?  Yes  No Explanation \_\_\_\_\_

Willfully or intentionally refused to pay rent when due?  Yes  No \_\_\_\_\_

1107 South B Street San Mateo, CA 94401  
Office: (650) 349-9300 | Fax: (650) 349-8483 | Email: info@hr1107.com

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Been evicted from a tenancy or left owing money? If yes, please provide property name, address, city, state and landlord's name with contact information

Been convicted of a crime? [ ] Yes [ ] No (If yes, please provide types of offense, county and state.)

## VEHICLE INFORMATION

YEAR	MAKE	MODEL	LICENSE PLATE NUMBER	STATE
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YEAR	MAKE	MODEL	LICENSE PLATE NUMBER	STATE
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OTHER VEHICLES \_\_\_\_\_

## OTHER INFORMATION

HOW DID YOU HEAR ABOUT THIS PROPERTY? \_\_\_\_\_

PLEASE INCLUDE ADDITIONAL INFORMATION YOU BELIEVE WOULD HELP TO EVALUATE THIS APPLICATION

I hereby apply for lease of the above described premises for the terms and upon the conditions above set forth and agree that the rental is to be payable the first day of each month in advance. I warrant that all statements above set forth are true.

I hereby give permission to communicate with the current and former landlord or property manager to the purpose of the discussing any and all of the facts and circumstance of my current or former tenancy, as well as the other information listed above.

I also give permission to communicate with my current employer(s) and/or supervisor(s) for the purpose of verifying the employment information listed above. \*Additional application fees may apply if the employer requires an employment verification fee.

I understand there are no limitations or restrictions regarding what may be discussed or revealed. I am aware that a credit history, eviction search and a criminal background check will be done in conjunction with my application. I understand that I may have the right to make a written request within a reasonable period of time to receive additional detailed information about the nature and scope of this investigation.

\_\_\_\_\_  
APPLICANT'S SIGNATURE

\_\_\_\_\_  
PRINTED NAME

\_\_\_\_\_  
DATE

\_\_\_\_\_  
APPLICANT'S SPOUSE SIGNATURE

\_\_\_\_\_  
SPOUSE'S PRINTED NAME

\_\_\_\_\_  
DATE

### HOW TO SUBMIT THIS RENTAL APPLICATION

Please return the signed application with copies of each adult(s) valid government issued ID/Driver license to Heritage realty at 1107 South B Street in San Mateo, CA 94401.

You may also fax the completed application to (650) 349-8483 or by email to [info@hr1107.com](mailto:info@hr1107.com), or directly to the agent you are working with. If you are working with one of our agents, please indicate the agents name

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