

## MIKE SEGAL PROPERTIES, INC RENTAL POLICIES

### **THE FOLLOWING POLICIES ARE ESTABLISHED TO INSURE FAIR AND EQUAL TREATMENT IN THE PROCESSING OF YOUR APPLICATION:**

#### APPLICANTS

- ◆ Each applicant must be at least 18 years of age or emancipated. The application must be filled out in its entirety and signed. One application per applicant.
- ◆ A guarantor must complete and sign a separate application and is subject to individual approval or denial.
- ◆ A \$25 application fee must accompany all applications. This fee is non-refundable unless the application is not processed. Application fees may be paid via debit or credit online at [www.paylease.com](http://www.paylease.com) or submitted with the completed application.
- ◆ An application with missing or false information will not be considered.

#### IDENTIFICATION

- ◆ Applicant(s) photo ID(s) must be provided at the rental contract or lease signing.

#### INCOME and EMPLOYMENT REQUIREMENT

- ◆ An applicant's combined income must be 2.5 to 3 times the monthly rent, and the income must be verifiable.
- ◆ Income is verified by way of paycheck stubs. Most recent income tax return and 3 month's bank statements verify self-employed income.
- ◆ Unverifiable income is not considered as income in qualifying.
- ◆ Verification of employment history must be satisfactory.

#### CREDIT REQUIREMENT

- ◆ A credit report will be obtained for each applicant. Credit reports supplied by the applicant are not acceptable. Credit report must be favorable.

#### LANDLORD REQUIREMENT

- ◆ Satisfactory landlord references from your last two landlords are necessary for approval of application.

***Thank you for your application!***

# APPLICATION TO RENT

Tenant  
 Guarantor

(All sections must be completed) **Individual applications required from each occupant 18 years of age or older.**

Last Name		First Name		Middle Name		Social Security Number or ITIN	
Other names used in the last 10 years				Work phone number ( )		Home phone number ( )	
Date of birth		E-mail address				Mobile/Cell phone number ( )	
Photo ID/Type		Number		Issuing government		Exp. date	Other ID
1.	Present address			City		State	Zip
	Date in	Date out	Owner/Agent Name			Owner/Agent Phone number	
	Reason for moving					Current rent \$ /Month	
2.	Previous address			City		State	Zip
	Date in	Date out	Owner/Agent Name			Owner/Agent Phone number	
	Reason for moving						
3.	Next previous address			City		State	Zip
	Date in	Date out	Owner/Agent Name			Owner/Agent Phone number	
	Reason for moving						
Proposed Occupants: List all in addition to yourself	Name			Name			
	Name			Name			
	Name			Name			
Will you have pets?	Describe			Will you have a waterbed?		Describe	
How did you hear about this rental?							
A.	Present occupation or source of income			Employer name			
	Dates of employment		Supervisor's phone number ( )		Employer address		
	Name of your supervisor			City, State, Zip			
B.	Prior occupation			Employer name			
	Dates of employment		Supervisor's phone number ( )		Employer address		
	Name of your supervisor			City, State, Zip			
Current gross income \$ Per		Check one <input type="checkbox"/> Week <input type="checkbox"/> Month <input type="checkbox"/> Year					
Other income source _____ Amount \$ _____ Frequency _____							
Other income source _____ Amount \$ _____ Frequency _____							



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Name of your bank	Branch or address	Account Number

Please list ALL of your financial obligations below.

Name of Creditor	Address	Phone Number	Monthly Pymt. Amt.
		(     )	
		(     )	
		(     )	
		(     )	
		(     )	
		(     )	

In case of emergency, notify:	Address: Street, City, State, Zip	Relationship	Phone
1.			
2.			

Personal References:	Address: Street, City, State, Zip	Length of Acquaintance	Occupation	Phone
1.				
2.				

Automobile: Make: \_\_\_\_\_ Model: \_\_\_\_\_ Year: \_\_\_\_\_ License #: \_\_\_\_\_

Automobile: Make: \_\_\_\_\_ Model: \_\_\_\_\_ Year: \_\_\_\_\_ License #: \_\_\_\_\_

Other motor vehicles: \_\_\_\_\_

Have you ever filed for bankruptcy? \_\_\_\_\_ Have you ever been evicted or asked to move? \_\_\_\_\_

Have you ever been convicted of selling, distributing or manufacturing illegal drugs? \_\_\_\_\_

**Applicant represents that all the above statements are true and correct, authorizes verification of the above items and agrees to furnish additional credit references upon request. Applicant authorizes the Owner/Agent to obtain reports that may include credit reports, unlawful detainer (eviction) reports, bad check searches, social security number verification, fraud warnings, previous tenant history and employment history. Applicant consents to allow Owner/ Agent to disclose tenancy information to previous or subsequent Owners/Agents.**

Owner/Agent will require a payment of \$ \_\_\_\_\_, which is to be used to screen Applicant.

The amount charged is itemized as follows:

1. Actual cost of credit report, unlawful detainer (eviction) search, and/or other screening reports \$ \_\_\_\_\_
2. Cost to obtain, process and verify screening information (may include staff time and other soft costs) \$ \_\_\_\_\_
3. Total fee charged \$ \_\_\_\_\_

The undersigned is applying to rent the premises designated as:

Apt. No. \_\_\_\_\_ Located at \_\_\_\_\_

The rent for which is \$ \_\_\_\_\_ per \_\_\_\_\_. Upon approval of this application, and execution of a rental/lease agreement, the applicant shall pay all sums due, including required security deposit of \$ \_\_\_\_\_, before occupancy.

\_\_\_\_\_ Date

\_\_\_\_\_ Applicant (signature required)



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