



APPLICATION TO RENT OR LEASE

APPLICANT *Must be completed: Please read and fill out all 3 pages*

PLEASE PRINT

First, Middle, Last Name	Date of Birth	Social Security #	Driver's License #
Other Names Used In the Last 10 Years	Home Phone	Work Phone	Cell Phone

ADDITIONAL OCCUPANTS *List everyone, who will live with you:*

First, Middle, Last Name	Relationship To Applicant

EMPLOYMENT

	Current Employment	Prior Employment
Employer		
Address		
Employer Phone		
Job Title		
Name of Supervisor		
Dates of Employment	From: To:	From: To:
Income Per Month	\$	\$

RESIDENCE

	Current Residence	Previous Residence	Previous Residence
Street Address			
City			
State & Zip			
Dates of Stay			
Owner/Manager And Phone number			
Reason For Leaving			
Last Rent Paid	\$	\$	\$

VEHICLES

Automobiles	Make	Model	Color	Year	License No.
Motorcycles					

PERSONAL REFERENCES

In Case Of Emergency, Notify	Address/City	Phone	Relationship
Close Friend			
Nearest Relative Living Elsewhere			

CREDIT INFORMATION *Please list all your financial obligations*

Name of Bank or Savings & Loan		Branch or Address		Account No.		Balance
				Checking		\$
				Savings		\$
Credit Accounts	Account No.	Address/City		Phone	Balance	Due Monthly

GENERAL INFORMATION *Circle answer that applies*

- Do you smoke? YES NO
- Do you have any pets? YES NO
- Have you ever filed for bankruptcy? YES NO
- Do you have any musical instruments? YES NO
- Do you have any water-filled furniture or do you intend to use water filled furniture in the apartment? YES NO
- Have you ever been convicted for selling, possessing, distributing or manufacturing illegal drugs or convicted of any other crime? YES NO
- Have you ever been evicted for non-payment of rent or any other reason? YES NO

Please explain any "yes" answers to the above questions:

Why are you leaving your current residence? _____

The applicant hereby applies to rent/lease Apartment # _____ at _____ for \$ _____ per month, and upon owner's approval agrees to enter into a Rental Agreement and/or Lease and pay all rent and security deposits required before occupancy.

An application fee of \$ _____ is hereby submitted for the cost of processing this application, to obtain credit history and other background information.

Applicant represents that all information given on this application is true and correct. Applicant hereby authorizes verification of all references and facts, including but not limited to current and previous landlords and employers, and personal references. Applicant hereby authorizes owner/agent to obtain Unlawful Detainer, Credit Reports, Telechecks, and/or criminal background reports. Applicant agrees to furnish additional credit and/or personal references upon request. Applicant understands that incomplete or incorrect information provided in the application may cause a delay in processing which may result in denial of tenancy. Applicant hereby waives any claim and releases from liability any person providing or obtaining said verification or additional information.

Applicant: _____ Date: _____
 (Signature required)



Applications are processed as quickly as possible but it may take up to four (4) days. To expedite the process please fully complete the application and provide the following.

- \$35.00 with a completed application is necessary for each person over the age of 18 who intends to reside at the property.
- Copy of social security card.
- Copy of drivers license or a state issued identification card.
- Provide Proof of employment.
- If collection disability or social security benefits, please attach the appropriate paper work.

The \$35.00 fee is **non-refundable**. The application fee does not need to be paid a second time if re-applying for another property *within a 30-day period*. After 30 days, a new application fee is required and the application screening process will start over. Only **Money order, Cashier checks and Cash** for the application fee are excepted (please make payable to Blackstone Realty & Management, Inc.)

Office Use Only

Holding deposit is _____ Paid on _____ or if checked date on application. Holding deposit is refundable within five (5) calendar days from the date received. After five (5) calendar days have passed the holding deposit is forfeited and non-refundable (**No exceptions**). In addition if Blackstone denies the application, the applicant shall receive a full refund of the holding deposit. The applicant may also receive a full refund if the applicant communicates with Blackstone in writing via Fax 310-279-5178, Email (info@blackstonebrokers.com) or voicemail 310-279-5179 before Blackstone has made a decision. If for any reason the applicant is NOT truthful and correct (Misleading) with the information submitted on this application Blackstone has the right to RETAIN the full holding deposit. Blackstone will also RETAIN the holding deposit if the applicant is approved but does not commit the agreement in motion.

If pets are allowed, an additional \$300.00 deposit will be required for each pet. If you own a pet over 30 pounds, the deposit will increase to \$600.00.

Our general guidelines to qualify are that you have a legal and verifiable income of approximately three times the monthly rent, two recent years of favorable rental references (excluding renting from family members) or home ownership and a minimum of two lines of good credit established with a creditor for six months. Negative references, collections or bankruptcy may keep an application from being approved. If you are self employed, we require a copy of the last two years of income tax returns, both schedule "A" and "C", all signed with an original signature. Please contact the property manager for detailed information regarding specific qualifications, co-signers, pet approval, etc.

Most agreements begin with a minimum of a one year lease. The security deposit and first month's rent must be paid in a form of a cashier's check or money order prior to occupancy. Upon payment of a deposit, we will hold a vacancy for an approved application for up to five (5) calendar days.

Applicant: _____ **Date:** _____
 (Signature required)

Office Use Only

Holding deposit returned on ____/____/____. Location _____ or if checked at the subject property.

Applicant: _____ **Date:** _____

