

Hill & Co. Realtors®

700 S. Bernardo Avenue Suite #101, Sunnyvale, CA 94087

Phone: (408) 736-5900 Fax: (408) 733-3084

www.hillandcorealtors.com

contactus@hillandcorealtors.com

Application to Rent

| | | | | | |
|------------------------------|-------------------|-------------------|----------------------|------------------------|---|
| ADDRESS OF PROPERTY DESIRED: | | | RENT | DEPOSIT | AGREES TO MOVE IN BY: |
| | | | \$ | \$ | DATE: |
| LAST NAME | FIRST NAME | MI INITIAL | DATE OF BIRTH | SOCIAL SECURITY NUMBER | |
| CELL PHONE NUMBER | HOME PHONE NUMBER | WORK PHONE NUMBER | DRIVER'S LICENSE NO. | STATE | EXPIRATION |

RESIDENTIAL HISTORY

| | | | |
|--------------------|--|--------------|---------------|
| MONTHLY RENT | CURRENT ADDRESS INCLUDING APT. # | DATE MOVE-IN | DATE MOVE-OUT |
| REASON FOR LEAVING | LANDLORD'S NAME, CONTACT NUMBER, AND EMAIL ADDRESS | | |
| MONTHLY RENT | PREVIOUS ADDRESS INCLUDING APT. # | DATE MOVE-IN | DATE MOVE-OUT |
| REASON FOR LEAVING | LANDLORD'S NAME, CONTACT NUMBER, AND EMAIL ADDRESS | | |
| MONTHLY RENT | NEXT PREVIOUS ADDRESS INCLUDING APT. # | DATE MOVE-IN | DATE MOVE-OUT |
| REASON FOR LEAVING | LANDLORD'S NAME, CONTACT NUMBER, AND EMAIL ADDRESS | | |

PROPOSED OCCUPANTS INCLUDING YOURSELF

| NAME | AGE | NAME | AGE |
|------|-----|------|-----|
| | | | |
| | | | |
| | | | |

| | | |
|--|-------------------|---|
| WILL YOU HAVE PETS? YES <input type="checkbox"/> NO <input type="checkbox"/> | IF YES, DESCRIBE: | WILL YOU HAVE A WATER BED? YES <input type="checkbox"/> NO <input type="checkbox"/> |
|--|-------------------|---|

EMPLOYMENT HISTORY

| | | |
|--|----------------------------------|----------|
| EMPLOYER NAME | TITLE | HOW LONG |
| EMPLOYER ADDRESS | SUPERVISOR NAME AND PHONE NUMBER | |
| IF SELF EMPLOYED PLEASE PROVE FORM 1040S | | |

IF CURRENT EMPLOYMENT IS LESS THAN 2 YRS – PREVIOUS EMPLOYMENT IS NEEDED

| | | |
|--|----------------------------------|----------|
| EMPLOYER NAME | TITLE | HOW LONG |
| EMPLOYER ADDRESS | SUPERVISOR NAME AND PHONE NUMBER | |
| IF SELF EMPLOYED PLEASE PROVE FORM 1040S | | |

INCOME

| | | | |
|--------------------|-----------------|------------------|-----------------|
| CURRENT NET INCOME | CIRCLE ONE | OTHER NET INCOME | CIRCLE ONE |
| \$ _____ PER | WEEK MONTH YEAR | \$ _____ PER | WEEK MONTH YEAR |

Hill & Co. Realtors®

700 S. Bernardo Avenue Suite #101, Sunnyvale, CA 94087

Phone: (408) 736-5900 Fax: (408) 733-3084

www.hillandcorealtors.com

contactus@hillandcorealtors.com

SCREENING CRITERIA AND APPLICATION PROCESS

A NON-REFUNDABLE FEE OF \$40.00 PER APPLICANT IS REQUIRED TO PROCESS APPLICATION(S).

(Application fee must be paid by money order or personal check only)

1. A completed and signed application is required for each person 18 years or older who will occupy the unit.
2. We require a **net income of 2.3 times the rent.**
Example: you need \$4,140 income to qualify for \$1800.00 rent.
3. The credit score of each applicant must be 650 and above to qualify.*
4. If the credit report has unpaid judgments, tax liens, unpaid rental collection accounts, and/or bankruptcies that are not discharged or dismissed, the application will be denied.
5. The eviction report must be free of evictions or any eviction data within the last seven years.
6. We will contact your past landlords for a reference.
7. Rental property is designated a "No Smoking" property and PETS are__ are not __ Negotiable.
8. **Renter's Insurance is required** on all rental properties for the duration of tenancy!
9. Security Deposit and First month's rent must be paid by money order or cashier's check - NO CASH or personal check. First month's rent will be a full month. Second month will be pro-rated
10. Upon turning in application, **photo I.D. must be presented** to verify identity.
11. No property will be rented to a company for its revolving employees.
12. No property will be for sublet (all or any part of Premises) or short-term rental such as, but not limited to, those arranged through AIRBNB, VRBO, HOME AWAY, ETC.
13. You must view the property in person before we can rent to you.
14. A \$100 Change of Occupancy Fee will be charged any time the rental agreement paperwork has to be changed for a vacating or incoming tenant.

* PLEASE NOTE:

If you do not have a credit score or current credit accounts that are active/open or you are self-employed*, the following additional documents may be needed:

- a. Copies of your last three months of bank statements.
- b. Copies of last two years of Income Tax Returns.
- c. Copies of last three months of utility bills and cell phone bills.

Submit application(s) with 4 most recent paystubs* that show year-to-date totals and \$40 for each application to Hill & Co. Realtors.

Incomplete applications will not be processed.

It is the responsibility of the applicant to provide complete application and documents.

Please allow up to 5 business days for application to be processed.

Applicant authorizes verification of information supplied by Applicant via tenant screening, credit check, and employment verification. I have read the above information and understand and agree to the terms, requirements and criteria as stated above.

Applicant Signature

Date

Email