



**APPLICATION TO RENT/SCREENING FEE**  
(C.A.R. Form LRA, Revised 4/03)

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

**EMPLOYMENT AND INCOME HISTORY**

|   |  |
|---|--|
| Current employer _____<br>Employer's address _____<br>Position or title _____<br>Employment gross income \$ _____ per _____<br>Previous employer _____<br>Employer's address _____<br>Position or title _____ | Supervisor _____ From _____ To _____<br>Supervisor's phone _____<br>Phone number to verify employment _____<br>Other \$ _____ per _____ Source _____<br>Supervisor _____ From _____ To _____<br>Supervisor's phone _____<br>Employment gross income \$ _____ per _____ |
|---|--|

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

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



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

**NEAREST RELATIVE(S)**

|             |                    |
|-------------|--------------------|
| Name _____  | Address _____      |
| Phone _____ | Relationship _____ |
| Name _____  | Address _____      |
| Phone _____ | Relationship _____ |

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.)

\$ \_\_\_\_\_ 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.

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

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

