

The LaBrada Group

Real Estate Services



Thank you for your interest in a property that is managed by The LaBrada Group Real Estate Services & Property Management Services. **Please read the attached to answer your questions and supply what is needed.** Sorry, we do not accept Section 8.

APPLICATION: **All adults anticipated to live in the property** must complete an application and be approved even if they are not going to be on the lease. We do limit the number of occupants in a unit/home – depending on factors such as number of bedrooms and size of property.

EMPLOYMENT VERIFICATION: As a basic guideline, we must be able to verify monthly income of at least 2.5 to 3 times the monthly rent. Questions about what is acceptable? Ask us. We are here to help.

RENTAL HISTORY: You must have good references from your current and/or previous landlords. Family is not considered a reference.

CREDIT HISTORY: We do not expect perfect credit. We do, however, obtain a full credit report on all applicants & co-signers. **Please call to discuss or attach a detailed letter regarding your circumstances if you think you have questionable credit.** We will do our best to advise you & assist with qualifying. We are here to help.

BACKGROUND CHECK: We do a complete background check, if you have any questions, ask us.

PETS: If pets are allowed, a weight & breed restriction will apply. A refundable pet deposit is required/the amount depends on the property. **Tenants with pets must carry renters insurance for term of lease & provide office with proof every 6 months. Proof of current vaccinations for dogs is required with application.**

WHAT IS NEEDED: as of 02/27/2012.

1. Attached Application – One per adult living in home. Be sure to sign and initial where indicated.
2. Copy of Drivers License **AND** Social Security Card or Passport.
3. Most recent 30 days of your paystubs for your current employment and a year to date statement.
4. A copy of your 2011 W-2.
5. **IF** self employed, 6 months of full bank statements and a copy of your business license.
6. If applicable, Picture of Pet and recent Verification of Vaccination.
7. Cash or Money Order for \$25.00 **for each applicant.**

_____ Processor to Initial and Date when all items received.

To apply for tenancy, please fully complete these (4) pages and return ORIGINALS, no fax copies, to our offices with the above information. PLEASE CALL TO MAKE APPOINTMENT TO DROP OFF. We are located at 155 “C” Street, Suite D in Upland. We are located two blocks south of Arrow Highway and Two blocks east of Euclid Avenue. **All move-in funds – first full month rent and security deposit – must be in cashiers check, money order or cash. Following that, you may pay by check.**

Any questions: Please call Evelyn at (909) 981-3500.

_____ Initial

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APPLICATION TO RENT/SCREENING FEE
AUTHORIZATION TO RUN CREDIT & PROCESS APPLICATION

SEPARATE APPLICATIONS TO RENT IS REQUIRED FOR EACH OCCUPANT 18 YEARS OF AGE OR OVER, OR AN EMANICIPATED MINOR IS REQUIRED.

FULL NAME OF APPLICANT: _____
Applicant is a (check one): **Tenant** **Guarantor/co-signor.**

Names of all applicants: _____

PREMISES INFORMATION

Application to rent property at: _____	City: _____
Monthly Lease Amount: \$ _____	
Lease Term: <input type="checkbox"/> 12 Months <input type="checkbox"/> 18 Months <input type="checkbox"/> 24 Months	Desired move in date: _____

PERSONAL INFORMATION

Date of Birth: _____				
Social Security No: _____		Driver's License: _____		State: _____
Best Number to Reach You: _____		Work: _____		Expires: _____
E-Mail Address: _____				
Name(s) of all other proposed occupant(s) and relationship to applicant:				
Full Name	Relationship	Date of Birth	Age	
Pet(s) or service animals (number/ type/breed): _____				
Auto Make/Model: _____		Year: _____	License #: _____	State: _____
Color of car: _____				
Other vehicle(s): _____				
In case of emergency, person to notify: _____			Phone: _____	
Address: _____			City: _____	
Does applicant or any proposed occupant plan to use liquid-furniture? <input type="checkbox"/> No <input type="checkbox"/> Yes Type: _____				
If yes, explain: _____				
Has applicant or any proposed occupant ever been convicted of or pleaded no contest to a felony? <input type="checkbox"/> No <input type="checkbox"/> Yes				
If yes, explain: _____				
Has applicant or any proposed occupant ever been asked to move out of a residence or evicted? <input type="checkbox"/> No <input type="checkbox"/> Yes				
If yes, explain: _____				

Applicant Name:

Property Address:

RESIDENCE HISTORY

Current address:	Previous address:
City/State/Zip	City/State/Zip
From: _____ To: _____	From: _____ To: _____
Name of Landlord/Manager:	Name of Landlord/Manager:
Landlord/Manager's phone:	Landlord/Manager's phone:
Do you own this property? <u> </u> No <u> </u> Yes	Did you own this property? <u> </u> No <u> </u> Yes
Current Rent Paid: \$	Rent Paid: \$
Please explain why you are leaving current address:	Please explain your reason for leaving this address:

EMPLOYMENT AND INCOME HISTORY

Current employer:	Supervisor:	To:	From:
Employer's address:	Supervisor's Phone:		
Position or Title:	Phone number to verify employment:		
Employment gross income: \$ _____ per _____	Other: \$ _____ per _____ Source _____		
Previous employer:	Previous Supervisor:	From:	To:
Previous Employer's address:	Previous Supervisor's Phone:		
Position or Title:	Employment gross income :\$ _____ per _____		

CREDIT INFORMATION

Name of Creditor	Account number	Monthly payment	Balance due

BANK ACCOUNTS – MUST BE COMPLETE

Name of bank/branch	Account number	Type of account	Account balance

Initial

Applicant Name:

Property Address:

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:	

IF THERE IS ANYTHING YOU WANT TO OWNER AND PROPERTY MANAGER TO KNOW, PLEASE USE THIS SPACE TO EXPLAIN OR ATTACH A SEPARATE SHEET. This is the perfect place to explain credit issues or how much you love your pet!

PLEASE READ AND SIGN AND INTIAL BELOW

Applicant understands and agrees: (i) this is an application to lease only and does not guarantee that applicant will be offered the Premises; and (ii) Landlord or Manager 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 to: (i) verify the information provided including but not limited to employment verification, imcome verification, checking and savings verification, payment history and other personal, rental and financial information.; and (ii) obtain credit report and background check on applicant.

The LaBrada Group has received a NON REFUNDABLE application/credit check fee of \$25.00. This fee consists of a credit report fee, criminal background fee and a fee to process and review your application.

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.

Applicants Signature

Date

Print Name

Social Security Number

To return your completed application and any application fee not already paid - call (909) 981-3500, Extension 202 for an appointment to see Evelyn Requena, Leasing Agent.