



Residential Application – Requirements

- Income to be more than or equal to three (3) times the monthly rent
- No co-signers

Residential Application – Checklist

- ☐ Completed Application – Credit and Eviction Screening for each Applicant (Over 18)
- ☐ Color Copy of Drivers License (for each applicant over the age of 18)
- ☐ Copy of Social Security Card (for each applicant)
- ☐ Two paycheck stubs or other documents that verify income (most current)

Residential Application Instructions

Please list your FULL NAME (first, middle, last) and your social security number in the proper spaces. Date of Birth and Driver's License number must also be listed.

1. Please list both your present and previous addresses. Do not forget the CITY and ZIP CODE. Property Manager's or Owner's names and telephone numbers must be provided if previous residence is/was a rental unit.
2. Information requested regarding your present employment must be filled in completely. Be sure to list your GROSS INCOME in the proper space and provide your two (2) most recent pay stubs (or other documents that verify income).
3. The section for personal reference and emergency contact must be completely filled in.
4. Do not forget to **sign the application**.
5. Credit and Unlawful Detainer Reports are required on all applicants. The application fee is \$35.00 for each applicant over the age of 18 (non-refundable). The processing fee is to be paid in CASH, CASHIER'S CHECK or MONEY ORDER only. No PERSONAL CHECKS are accepted for the application fee.

NOTE: Please allow the processor at least 48 hours to process your application before calling the office for status. Any missing applications and/or any incomplete applications may cause delay and/or may be returned unprocessed. Unsigned applications will **NOT** be processed.

Property applying to and unit number:

Residential Rental Application

Applicant Information

Name:		
Email:	Driver License #:	
Date of birth:	SSN:	Phone:
Current address:		Cell:
City:	State:	ZIP Code:
Own Rent (Please circle)	Monthly payment or rent:	How long?
Previous address/reason for leaving:		
Owned Rented (Please circle)	Monthly payment or rent:	How long?

Employment Information

Current employer:		
Employer address:		How long?
Phone:	E-mail:	Fax:
Position:	Hourly Salary (Please circle)	Annual income:

Landlord Information

Name:	Phone:
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Emergency Contact

Name of a person not residing with you:	Relationship:
Address:	Phone:

Co-applicant Information

Name:	email:	
Date of birth:	SSN:	Phone:
Current address:		Cell:
City:	State:	ZIP Code:
Own Rent (Please circle)	Monthly payment or rent:	How long?
Previous address:		
Owned Rented (Please circle)	Monthly payment or rent:	How long?

Co-applicant Employment Information

Current employer:		
Employer address:		How long?
Phone:	E-mail:	Fax:
Position:	Hourly Salary (Please circle)	Annual income:

Additional Occupants (Minors Residing in Premises)

Name:	Relation to Applicant:	DOB:
Name:	Relation to Applicant:	DOB:

References

Name:	Address:	Phone:

I authorize the verification of the information provided on this form as to my credit and employment. Furthermore, I acknowledge that I have received a copy of this application and that I may receive a copy of any credit & rental history report procured by The Renken Company at no extra charge upon request.

Signature of applicant:	Date:
Signature of applicant:	Date:



This notice is to advise you that an investigative consumer report will be made regarding your character, general reputation, personal characteristics, and mode of living. The name and address of the investigative consumer reporting agency that will prepare the report is:

CoreLogic Rental Property Solutions, LLC
3001 Hackberry Road
Irving, Texas 75063

You can receive a copy of this consumer report from:

The Renken Company
492 W Foothill Blvd.
Claremont, CA 91711

Check here if you wish to receive a copy of this consumer report. ☐

Additionally, pursuant to Section 1786.22 of the Investigative Consumer Reporting Agencies Act, you have the right upon request to and verification of your identity by CoreLogic Rental Property Solutions, LLC through the submission of proper identification: (1) to visually inspect all files maintained by CoreLogic Rental Property Solutions, LLC regarding you; (2) to receive a list of the recipients of any investigative consumer report about you furnished by CoreLogic Rental Property Solutions, LLC within the three (3)-year period preceding your request. You have the right to request and be provided with the address and telephone number of such recipients.

You may request to visually inspect your files in the following ways:

- **In Person Inspection.** You may inspect the files maintained by CoreLogic Rental Property Solutions, LLC about you in person during normal business hours. You may receive a copy of your file for a fee not to exceed the actual costs of duplicating your file. If you elect to inspect your file in person, you may be accompanied by one (1) other person of your choosing, who shall furnish reasonable identification. CoreLogic Rental Property Solutions, LLC may require you to furnish a written statement granting permission to CoreLogic Rental Property Solutions, LLC to discuss your file in such person's presence.
- **Certified Mail Inspection.** You may request by certified mail to CoreLogic Rental Property Solutions, LLC, along with a copy of proper identification (e.g. valid driver's license, social security account number, military identification card, or credit card), that copies of your files maintained by CoreLogic Rental Property Solutions, LLC be sent to an addressee(s) specified in your request.
- **Telephonic Inspection.** You may request in writing to CoreLogic Rental Property Solutions, LLC, along with a copy of proper identification (e.g. valid driver's license, social security account number, military identification card, or credit card), to be provided with a summary of all information in your file maintained by CoreLogic Rental Property Solutions, LLC by telephone. You will be responsible for any toll charges associated with such a call