

# Century 21 Bundesen

522 Petaluma Boulevard South  
Petaluma, CA 94952  
www.Bundesen.com

Phone: (707) 762-7777  
Fax: (707) 762-7757

# Rental Application

Home you are applying for: \_\_\_\_\_

Date you wish to move in: \_\_\_\_\_

Full Name: \_\_\_\_\_ Day Phone: \_\_\_\_\_ Evening Phone: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Social Security #: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Names of All Proposed Additional Occupants & their Relationship to Applicant:

\_\_\_\_\_ Date of Birth: \_\_\_\_\_ Relationship: \_\_\_\_\_

\_\_\_\_\_ Date of Birth: \_\_\_\_\_ Relationship: \_\_\_\_\_

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\_\_\_\_\_ Date of Birth: \_\_\_\_\_ Relationship: \_\_\_\_\_

Animals:  YES  NO Number: \_\_\_\_\_ Type: \_\_\_\_\_ Smoker:  YES  NO

## RESIDENCE HISTORY

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Date Moved In (MM/YY): \_\_\_\_\_ Out: \_\_\_\_\_ Owner or Agent: \_\_\_\_\_ Phone: \_\_\_\_\_

Reason For Moving: \_\_\_\_\_ Monthly Rent \$ \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Date Moved In (MM/YY): \_\_\_\_\_ Out: \_\_\_\_\_ Owner or Agent: \_\_\_\_\_ Phone: \_\_\_\_\_

Reason For Moving: \_\_\_\_\_ Monthly Rent \$ \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Date Moved In (MM/YY): \_\_\_\_\_ Out: \_\_\_\_\_ Owner or Agent: \_\_\_\_\_ Phone: \_\_\_\_\_

Reason For Moving: \_\_\_\_\_ Monthly Rent \$ \_\_\_\_\_

## INCOME INFORMATION

Employer: (if self employed please use dba) \_\_\_\_\_ Dates Employed: \_\_\_\_\_

Position: \_\_\_\_\_ Supervisor Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Monthly Gross Income: \$ \_\_\_\_\_

If there are any other sources of income you would like us to consider, please give amount, source, and a person whom we may contact for confirmation.

Amount: \$ \_\_\_\_\_ Source: \_\_\_\_\_ Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

## PERSONAL INFORMATION

Vehicle Make/Model: \_\_\_\_\_ Year: \_\_\_\_\_ Plate #: \_\_\_\_\_ State: \_\_\_\_\_

Vehicle Make/Model: \_\_\_\_\_ Year: \_\_\_\_\_ Plate #: \_\_\_\_\_ State: \_\_\_\_\_

Have you ever: Filed for bankruptcy?  YES  NO Been convicted of a misdemeanor or felony?  YES  NO

Been evicted from tenancy?  YES  NO Willfully or intentionally refused to pay rent when due?  YES  NO

I state that the above information is true and correct. I authorize its verification and the obtaining of a credit report, and delivery of same to the property owner or property owners representative. I agree that the landlord or agent may terminate any agreement entered into in reliance on any misrepresentation made above.

Signature of Applicant: \_\_\_\_\_ Date Signed: \_\_\_\_\_

Thank you for your interest in renting a property through Century 21 Bundesen. In order to process your application, Century 21 Bundesen will need the following:

1. Each applicant, 18 years or older, must complete and sign a copy of the application form as it appears on the previous page. **NO EXCEPTIONS.** This includes co-signers if approved as part of the application.
2. A \$40.00 processing / credit check fee per each individual applicant is required. Non-refundable.  
**Payable to Century 21 Bundesen.**
3. Reliable documentation and telephone numbers of all income, landlord, and other references must be provided. **We verify employment on all applicants.** If self-employed, you will need to supply last year's income tax returns, as verification.
4. **All residents** must be listed on the application.
5. You must disclose all pets and vehicles of any nature (e.g. recreational vehicles).

YOU ARE HEREBY NOTIFIED OF THE FOLLOWING PROCEDURES & POLICIES:

1. Qualification of tenancy is based on income, credit and rental history or ownership.
2. Applicants should earn a minimum of three (3) times the base rent.
3. A credit check will be run on all applicants.
4. No deposits will be accepted until the application has been approved.
5. Pets must be approved by the Owner. Additional security deposits will be required for each pet.
6. If approved, the home will remain on the market until a rental agreement has been signed and a security deposit has been collected.
7. Upon approval, the first month's rent and security deposit must be paid in full with **certified funds (money order or cashier's check)** prior to moving in.

I HAVE READ AND UNDERSTAND THE ABOVE LISTED POLICIES AND PROCEDURES.

Signature of Applicant: \_\_\_\_\_ Date Signed: \_\_\_\_\_

#### RECEIPT FOR TENANT SCREENING AND/OR CREDIT CHECKING FEES

Payment is to be used to screen "Applicant" with regard to credit history, tenancy history and other background information. In accepting this receipt, the recipient (applicant) is made aware that the following will be completed as part of a screening process to determine that the applicant(s) has met all of the qualifications set by this management company/property.

The applicant also acknowledges that this processing fee will not be applied to rent or security deposit and will **NOT** be refundable in the event the application is declined. In accordance with the Fair Credit Reporting Act, to offer equal opportunity, we are required to run a separate screening report on each adult applicant, eighteen (18) years or older, who will be living in the same rental unit.

COSTS:	<u>Equifax</u>	<u>Tenant Screening Center, Inc.</u>
Obtaining and reviewing a credit report	\$14.50	\$32.00
Cost of credit report	\$5.00	\$5.00
Reviewing and/or verifying landlord information	\$10.50	\$3.00
Reviewing and/or verifying employment information	\$10.00	
<b>Total Charges</b>	<b>\$40.00</b>	<b>\$40.00</b>

Applicant authorizes verification of information supplied by applicant via methods which may include, but are not limited to; tenant screening and credit checking. On the date below, Century 21 Bundesen received \$\_\_\_\_\_ from the undersigned (applicant) who offered to rent from the owner/manager the premises located at: \_\_\_\_\_

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
Agent for the above rental property

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
Applicant's signature