

**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 EMANICIPATED MINOR.**

Applicant is completing Application as a (Check one)  tenant  tenant with co-tenant(s) or  guarantor/co-signer.  
Total number of applicants \_\_\_\_\_

**PREMISES INFORMATION**

Application to rent property at \_\_\_\_\_ ("Premises")  
Rent \$ \_\_\_\_\_ per \_\_\_\_\_ Proposed move-in date \_\_\_\_\_

**PERSONAL INFORMATION**

**FULL NAME OF APPLICANT** \_\_\_\_\_ **DOB:** \_\_\_\_/\_\_\_\_/\_\_\_\_  
Social Security No. \_\_\_\_/\_\_\_\_/\_\_\_\_ Driver's License No. \_\_\_\_\_ State \_\_\_\_\_ Expires \_\_\_\_\_  
Phone Number: Home \_\_\_\_\_ Work \_\_\_\_\_ Cell \_\_\_\_\_  
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 vehicles(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 \_\_\_\_\_ Previous address \_\_\_\_\_  
City/State/Zip \_\_\_\_\_ City/State/Zip \_\_\_\_\_  
From \_\_\_\_\_ to \_\_\_\_\_ From \_\_\_\_\_ to \_\_\_\_\_  
Name of Landlord/Manager \_\_\_\_\_ Name of Landlord/Manager \_\_\_\_\_  
Do you own this property?  No  Yes Do you own this property?  No  Yes  
Reason for leaving current address \_\_\_\_\_ Reason for leaving current address \_\_\_\_\_

**EMPLOYMENT AND INCOME HISTORY**

Current employer \_\_\_\_\_ Supervisor \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_  
Employer's Address \_\_\_\_\_ Supervisor's phone \_\_\_\_\_  
Position or title \_\_\_\_\_ Phone number to verify employment \_\_\_\_\_  
Employment gross income \$ \_\_\_\_\_ per \_\_\_\_\_ Other \$ \_\_\_\_\_ per \_\_\_\_\_ Source \_\_\_\_\_  
Previous employer \_\_\_\_\_ Supervisor \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_  
Employer's Address \_\_\_\_\_ Supervisor's phone \_\_\_\_\_  
Position or title \_\_\_\_\_ Employment gross income \$ \_\_\_\_\_ Per \_\_\_\_\_

**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 \_\_\_\_\_

**HUTCHINS REALTY**  
1138 Palm Avenue  
Imperial Beach, CA 91932  
Phone (619) 423-6262 – Fax (619) 424-5950

**RENTAL APPROVAL REQUIREMENTS**

**THE FOLLOWING MUST BE MET FOR AN APPLICATION TO BE APPROVED**

1. Gross Income of at least three (3) times the monthly rent
2. Stability on current job and at current address.
3. Two years verifiable rental history.
4. Good credit history.
5. No previous evictions.
6. Each applicant must submit his or her own information.
7. Self-employed persons must provide current year tax statement.
8. Applicants must provide proof of current income with pay stub or other verification. Military personnel must provide a current copy of their LES statement.
9. A copy of current driver's license and/or picture I.D.
10. All move in transactions must be paid in cashier's check or money order. No personal checks will be accepted for deposit or move in. We do not accept cash.
11. Credit Report \$20.00 fee each applicant by money order or cashier's check. No cash accepted.

**I HAVE READ AND UNDERSTAND THE REQUIREMENTS LISTED ABOVE**

**APPLICANT \_\_\_\_\_ DATE \_\_\_\_\_**

**APPLICANT \_\_\_\_\_ DATE \_\_\_\_\_**

**APPLICANT \_\_\_\_\_ DATE \_\_\_\_\_**