

Goetz Manderley

www.goetzmanderley.com

LEADERS IN PROFESSIONAL COMMUNITY ASSOCIATION AND RENTAL MANAGEMENT

PASO ROBLES: 935 Riverside Avenue, Ste. 13, Paso Robles, CA 93446 PH: 805-239-7889 FAX: 805-237-3956

SAN LUIS OBISPO: 1400 Madonna Road, San Luis Obispo, CA 93405 PH: 805-781-6636 FAX: 805-781-6627

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LOMPOC: 820 North H Street, Ste. A, Lompoc, CA 93436 PH: 805-735-8000 FAX: 805-737-6543

For Office Use Only	<input type="checkbox"/> Have seen inside	<input type="checkbox"/> Fee paid	<input type="checkbox"/> Approved
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RESIDENTIAL RENTAL APPLICATION - WE DO NOT ACCEPT CASH OR CREDIT/DEBIT CARDS.

☞ Each application requires a non-refundable \$30.00 processing fee. ☞

*** * * INCOMPLETE or FAXED APPLICATIONS WILL NOT BE PROCESSED * * ***

- 1) Property is not rented "sight unseen."
- 2) Acceptance of this application by Goetz Manderley does not imply approval.
- 3) All applicants 18 years of age or over, including emancipated minors, must fill out separate applications.
- 4) If this application is accepted, we will do a thorough background check to verify income, creditworthiness and landlord references.
- 5) If your application is approved, you will be expected to bring in a \$500.00 deposit to hold within two (2) days. This amount is credited toward first month's rent on day of move in. **Money order or Cashier's check only.**
- 6) Applications may be used for multiple properties. Applicants do not need to re-apply for each individual property.

Property Address(es) _____ **Unit #** _____

For Multiple Properties, Indicate Your First Choice

Desired Move-in Date: _____

Last Name	First Name	Middle
Home Phone Number	Cell Phone Number	Email address
Work Phone Number		
Driver's License Number	State	Social Security Number

LIST ALL PROPOSED OCCUPANTS INCLUDING YOURSELF

NAME	DOB	NAME	DOB

1	Present Address		City	State	Zip Code
	Date In	Date Out	Owner/Agent Name	Owner/Agent Phone Number	
	Reason for Moving			Monthly Rent \$	
2	Past Address		City	State	Zip Code
	Date In	Date Out	Owner/Agent Name	Owner/Agent Phone Number	
	Reason for Moving			Monthly Rent \$	
3	Past Address		City	State	Zip Code
	Date In	Date Out	Owner/Agent Name	Owner/Agent Phone Number	
	Reason for Moving			Monthly Rent \$	

(PLEASE COMPLETE REVERSE SIDE)

EMPLOYMENT HISTORY

Current monthly income (including parental support or other income you choose to include): \$_____.

Complete Sections B & C only if you have been with your present employer for *less* than 5 years.

If you are self-employed, please provide proof of income. If you do not work full time you will need a co-signer. In that case, a completed Co-Signer Application form and another \$20.00 processing fee is also required.

A	Current Employer	Job Title	
	Employer Address	From	To
	Employer Phone Number	<input type="checkbox"/> Full Time	<input type="checkbox"/> Part Time
	Supervisor's Name	Gross Income Per Month \$	
B	Current/Previous Employer	Job Title	
	Employer Address	From	To
	Employer Phone Number	<input type="checkbox"/> Full Time	<input type="checkbox"/> Part Time
	Supervisor's Name	Gross Income Per Month \$	
C	Previous Employer	Job Title	
	Employer Address	From	To
	Employer Phone Number	<input type="checkbox"/> Full Time	<input type="checkbox"/> Part Time
	Supervisor's Name	Gross Income Per Month \$	

BANKING INFORMATION

Your Bank	Location	Account Number	
		Checking	
		Savings	

Have you ever been evicted?..... Yes No Have you ever filed for bankruptcy?..... Yes No
 Have you ever received a "3-day notice to pay rent or quit"?..... Yes No
 Have you ever had an account placed "in collection" for failure to make payments on time? Yes No
 Have you ever been asked to move, or been given a "30 or 60-day notice to move"? Yes No
 Do you plan to use water-filled furniture (waterbed)? Yes No
 Do you have any type of animal(s)? **Animal Health Record Required**..... Yes No
 If yes, please describe: _____ (breed/age/sex/shots current)
 Have you been guilty of or pleaded no contest to a felony? Yes No

In Case of Emergency Notify:	Relationship	Address/City/State	Area Code & Phone Number

Applicant represents that all of the above statements are true, accurate, and complete, and hereby authorizes verification of the above items, including but not limited to credit reports, criminal background checks, etc., and agrees to furnish additional credit references upon request. The processing fee is not a deposit or rent and will not be applied to future rent or refunded, even if the application to rent is declined. Applicant understands that the rental agreement may be terminated for any misrepresentation made on this application. This application is the property of owner/agent, Goetz Manderley, and will not be returned under any circumstances. BRE #01862190 Heidi Goetz/Broker

Applicant Signature _____ **Date** _____

Goetz Manderley is the exclusive agent for the owners. The properties are not available on a first-come, first-served basis as tenant selection is subject to owner's approval.

Goetz Manderley Rental BRE#01862190
Verification of Applicant's Employment Reference

Current Prior

Date: _____

To: _____

From: _____

Attn: _____

Phone #: _____

Re: Applicant: _____

Address: _____

I have applied for rental housing with the above-referenced company and have stated that I am now or was formerly employed by you. I hereby authorize the release of the information requested in this letter to the above-named person and/or company. Your prompt reply will help facilitate my application for housing.

APPLICANT

DATE

The above-named applicant has applied with us for rental housing. The following information is required in order for us to give proper consideration to his/her application. The confidentiality of the information you furnish will be preserved except where disclosure is required by law. Your prompt response is most appreciated. Thank you in advance for your attention to this request.

TO BE COMPLETED BY EMPLOYER:

1. Applicant's Dates of Employment: From: _____ To: _____

2. Present or Last Position: _____

3. Probability of Continued Employment: _____

4. Rate of Pay: \$ _____ per Hour Week Month

5. Average Monthly Overtime, Commissions, Bonuses, or Tips: \$ _____

6. Average Monthly Paycheck: Gross: \$ _____ Net: \$ _____

7. Year-to-Date Earnings: \$ _____ Prior Year's Earnings: \$ _____

8. If no longer employed, the reason for leaving: _____

9. Any additional comments which would aid in the evaluation of this person's application for rental? _____

Name: _____

Signature: _____

Title: _____

Date: _____

Goetz Manderley Rental BRE#01862190
Verification of Applicant's Landlord Reference

Current Prior

Date: _____

To: _____

From: _____

Attn: _____

Phone # _____

Re: Applicant: _____

Address: _____

Co-Applicant: _____

Address: _____

Co-Applicant: _____

Address: _____

I have applied for rental housing with the above-referenced company and have stated that I am now or was formerly in a property managed by you. I hereby authorize the release of the information requested in this letter to the above-named person and/or company. Your prompt reply will help facilitate my application for housing.

APPLICANT

DATE

TO BE COMPLETED BY LANDLORD:

The above-named applicant(s) has applied with us for rental housing. The following information is required in order for us to give proper consideration to his/her application. The confidentiality of the information you furnish will be preserved except where disclosure is required by law. Your prompt response is most appreciated. Thank you in advance for your attention to this request.

1. Name Owner Agent: _____

2. Address of Property: _____

3. Dates of Occupancy: _____

4. What was the last monthly rental amount? _____

5. Was the rent paid on time? _____

6. If late, how often? _____

7. Was a 30-day written notice given by the resident? _____

8. Were the premises left in good condition? _____

9. Were there any behavior problems during the tenancy? _____

10. Were any 3-day or 30-day notices served during the tenancy? _____

11. If so, what was the reason? _____

12. Would you rent to this person again? _____

13. If not, why not? _____

Any additional comments which would aid in the evaluation of this person's application for rental?

Signature: _____

Date: _____