



INVESTMENT | REAL ESTATE | MANAGEMENT

## APPLICANT QUALIFICATION CRITERIA

Welcome to I & R Management, Inc. Before filing out an application, please review our list of criteria below. If you feel you meet the criteria, please complete the attached application along with the application fee of \$35.00. In order to ensure the timely processing of your application to rent, please make sure you have completed all of the following:

- A completed and signed application from all proposed occupants over the age of 18 is required. All lines must be filled in. Missing, incorrect, or misinformation will disqualify you as a prospective renter.
- A \$35.00 application fee in cashier's check or money order for the purpose of running credit and eviction reports is required with each application.
- Picture identification is required. Submit either a Drivers license or State Issued ID- Copy of I.D. attached
- Social security number listed- Copy of card attached
- Complete present/past addresses listed with city and zip codes
- Complete present/past owners and managers name and telephone numbers- we require favorable residence history and must be verifiable from unbiased sources
- Complete present/past employers information listed- verifiable gross monthly income equal to three times the amount of rent; Proof of income attached (current pay stubs, tax records)
- Credit report rating of good to excellent.
- Evictions are unacceptable- This includes eviction in which you were named as a defendant but in which the record may have been sealed. By submitting your application, you are representing to us that you have never been named as a defendant in an eviction.
- We require that you have no criminal history of any type of crime that would be considered a threat to real property or that ability of other residents to peacefully enjoy the premises.
- Include the apartment address and unit # you are applying for on the application

Only by having a complete application with the requested documents can we make sure your application will be processed in a timely manner.

*Thank you for your interest in leasing with  
I & R Management, Inc.*



5249 BAKMAN AVE. NORTH HOLLYWOOD CA 91601 | P: 818.985.3400 | F: 818.358-3877

### APPLICATION TO RENT OR LEASE

**APPLICANT** Each applicant over the age of 18 must complete their own application form.

First, Middle, Last Name	Date of Birth	Social Security #	Driver's License #
Other Names Used In The Last 10 Years	Home Phone	Cell Phone	Email Address

**ADDITIONAL OCCUPANTS** List everyone, who will live with you:

First, Middle, Last Name	Date of Birth	Relationship To Applicant
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### EMPLOYMENT

	Current Employment	Prior Employment
Employer		
Address		
Employer Phone		
Job Title		
Name Of Supervisor		
Dates Of Employment	From: To:	From: To:
Income Per Month	\$	\$

### RESIDENCE

	Current Residence	Previous Residence	Previous Residence
Street Address			
City			
State & Zip			
Dates Of Stay			
Owner/Manager And Phone Number			
Reason For Leaving			
Last Rent Paid	\$	\$	\$

### VEHICLES

Automobiles	Make	Model	Color	Year	License No.
Motorcycles					

### PERSONAL REFERENCES

In Case Of Emergency, Notify	Address/City	Phone	Relationship
Close Friend			
Nearest Relative Living Elsewhere			



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**CREDIT INFORMATION** *Please list all your financial obligations*

Name Of Bank Or Savings & Loan		Branch Or Address		Account No.		Balance	
				Checking		\$	
				Savings		\$	
Credit Accounts	Account No.	Address/City	Phone	Balance	Due Monthly		

**GENERAL INFORMATION** *Check answer that applies*

- Do you smoke?  YES  NO
- Do you have any pets?  YES  NO
- Have you ever filed for bankruptcy?  YES  NO
- Do you have any musical instruments?  YES  NO
- Do you have any water-filled furniture or do you intend to use water-filled furniture in the apartment?  YES  NO
- Have you ever been convicted for selling, possessing, distributing, or manufacturing illegal drugs or convicted of any other crime?  YES  NO
- Have you ever been evicted for non-payment of rent or any other reason?  YES  NO

Please explain any "yes" answers to the above questions:

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Why are you leaving your current residence? \_\_\_\_\_

The applicant hereby applies to rent/lease Apartment # \_\_\_\_\_ at \_\_\_\_\_ for \$ \_\_\_\_\_ per month, and upon owner's approval agrees to enter into a Rental Agreement and/or Lease and pay all rent and security deposits required before occupancy. An application fee of \$ \_\_\_\_\_ is hereby submitted for the cost of processing this application, to obtain credit history and other background information.

**Applicant represents that all information given on this application is true and correct. Applicant hereby authorizes verification of all references and facts, including but not limited to current and previous landlords and employers, and personal references. Applicant hereby authorizes owner/agent to obtain Unlawful Detainer, Credit Reports, Telechecks, and/or criminal background reports. Applicant agrees to furnish additional credit and/or personal references upon request. Applicant understands that incomplete or incorrect information provided in the application may cause a delay in processing which may result in denial of tenancy. Applicant hereby waives any claim and releases from liability any person providing or obtaining said verification or additional information.**

Applicant: \_\_\_\_\_ Date: \_\_\_\_\_  
 (Signature Required)