



BEST REALTY
Independently Owned & Operated

APPLICATION CHECKLIST

Qualifications: The applying party must make 3 times the amount of rent in a month.

Credit score: Mid to high 600's, cosigner applicants must have 700+ Credit score and make 3 to 4 times the amount of rent on their own.

The following is a list of documents that are required upon submittal of a Rental Application through Coldwell Banker Best Realty for any applicant aged 18 years or older:

- Completed Application
- Black and white copy of photo ID (Driver's License, Visa, military ID or state ID)
- Verification of Income (Please provide at least **one** of the following):
 - 1 Months Paystubs
 - Offer Letter (Within 30 days)
 - If Self Employed – 3 Months Bank Statements
- Application must be signed and dated (Allows for verification)
- Payment of \$35.00 per application in the form of **money order** or **cashier's check**.
- The deposit and first month's rent must be in the form of money order or cashier's check.***

****APPLICATION WILL NOT BE PROCESSED IF THE ABOVE ARE NOT COMPLETED****

If you have any questions, please contact:
Charlie Sarrett or Trevor Blanton
charles@bestrealty.net – trevor@bestrealty.net
Property Management Assistants
Coldwell Banker Best Realty
710 N China Lake Blvd.
Ridgecrest Ca, 93555
760-375-3855



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Application to Rent

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An application is required for any occupant 18 years of age or over.



APPLICANT:

First Name: _____ **Middle:** _____ **Last:** _____
Social Security #: _____ - _____ - _____ DOB: ____/____/____
Driver's Lic. #: _____ State: _____ Expires: ____/____/____
Home Phone: (____) _____ - _____ Work: (____) _____ - _____ Cell: (____) _____ - _____
Email address: _____

PROPERTY ADDRESS: _____

Rent amount: \$ _____ per month Proposed Move-in Date: ____/____/____
Applicant(s) is completing application as a: tenant tenant with co-tenant guarantor/cosigner
Total number of people to inhabit the unit: _____
How (or who) referred you to our Property Management: _____

Present Address: _____ City: _____ State: _____ Zip: _____
Landlord: _____ Landlord Phone #: (____) _____ - _____
How long at present address: ____ years ____ months Rent amount: \$ _____ per month
Reason for leaving: _____

If less than 3 years at present address, list prior addresses for 3 years rental history:

Address _____	Landlord _____	Phone _____
Address _____	Landlord _____	Phone _____
Address _____	Landlord _____	Phone _____

Employer: _____ Supervisors' Name: _____
Supervisors' Phone: _____ Length of Employment: _____
Address: _____ City: _____ State: _____ Zip: _____
Position: _____ Gross Monthly Income: _____

If present employer is less than one year, list immediate prior employment information:

Other Income: _____ Per: _____

Are you applying with other applicants? No ___ Yes ___

Name, age, & birthdate of ALL persons that will be occupying the unit:

Name _____	Age _____	DOB _____	Main Applicant _____
Name _____	Age _____	DOB _____	Spouse ___ Co App ___ Minor Child ___
Name _____	Age _____	DOB _____	Spouse ___ Co App ___ Minor Child ___
Name _____	Age _____	DOB _____	Spouse ___ Co App ___ Minor Child ___
Name _____	Age _____	DOB _____	Spouse ___ Co App ___ Minor Child ___

Name and Phone Number of 3 Personal References (cannot be a relative)

Name: _____	Phone #: _____	Relationship _____
Name: _____	Phone #: _____	Relationship _____
Name: _____	Phone #: _____	Relationship _____

APPLICATION TO RENT



An application is required for any occupant 18 years of age or over.

ALL PETS (please include type/breed/age): _____

Has applicant been asked to move out of a residence?

NO ___ YES ___ if yes, explain: _____

Has applicant been convicted of or pleaded no contest to a felony?

NO ___ YES ___ if yes, explain: _____

Has applicant been a party to an unlawful detainer action or filed bankruptcy in the last 7 years?

NO ___ YES ___ if yes, explain: _____

In case of emergency, person to notify:

Name: _____ Relationship: _____

Address: _____ City: _____ State: _____ Zip: _____

Home Phone: (____) _____ - _____ Cell Phone (____) _____ - _____ Work Phone (____) _____ - _____

PLEASE READ BEFORE SIGNING – By signing below Applicant certifies that the information provided in this application, and the documents you have provided, are true, correct and complete.

Documents Needed:

- Copy of Photo ID (State ID, Driver's license, Military ID, Visa).
- Verification of income (Please provide at least one of the following):
 - One months' worth of pay stubs.
 - Offer letter dated within 30 days.
 - If self-employed, 3 months bank statements.
- Application will not be accepted or processed until these items are received.
- Applicant acknowledges minimum 48 hours to conduct background and credit checks.

Applicant authorizes verification of:

- Rental History
- Employment History
- Credit Report (which includes Background Check and Criminal History) at the actual cost of \$30.00.

Applicant understands:

- This application is for the opportunity to rent the premises and does not guarantee acceptance.
- That landlord may receive more than one application and will select a tenant based upon their sole discretion.
- Landlord may terminate rental agreements based upon misrepresentations in the provided information.
- Upon approval of application, applicant must place a security deposit to hold the property.
- Once security deposit is received, if applicant cancels for any reason, applicant will be charged the daily pro-rated amount (monthly rent/30 = daily rate) for lost rent.
- Tenant will be required to provide account numbers for all required utilities at lease signing.
- Tenant will be required to show proof of rental insurance at lease signing. (Minimum liability to be \$100,000 and Coldwell Banker Best Realty/ Property Owner must be included on the insurance as "Additional Interest").

Applicant Signature: _____ **Date:** _____

FOR OFFICE USE ONLY

Applicant has paid \$ _____ for the Credit Report on ____/____/____ Initials: _____
 Received: Completed Application _____ Copy of ID _____ Proof of Income _____