



## RENTAL APPLICATION CHECKLIST

\*Application Required for Each Occupant Over 18 years of Age

\*Completed Application packet required for review

1. Application to Rent (Attached, please sign)
2. Copy of Driver's License/Valid photo ID
3. Verification of Residency or Previous Landlord info (Att-please sign)
4. Verification of Employment (Attached-for W2 only, please sign)

W2 Employee: Current Pay Stub with YTD / Self-Employed: Current Tax Return (First two pages)

5. Additional Income (please provide proof of income)
6. Credit Report with preferably with 3 bureaus.

### SUBMIT TO:

[Kevin@WebberEstates.com](mailto:Kevin@WebberEstates.com) or [Carie@WebberEstates.com](mailto:Carie@WebberEstates.com)

Drop off: 2555 Townsgate Rd Ste 200 Westlake Village, Ca91361

Thank you for your interest in our home! Once completed, application is submitted for review. We can then verify and present for approval. Any letters, references, or additional info please attach. If there is any step you need assistance with we are here to help!

Please contact us with any questions! (805)4-WEBBER

Thank you!



APPLICATION TO RENT/SCREENING FEE
(C.A.R. Form LRA, Revised 12/15)



I. APPLICATION TO RENT

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 EMANCIPATED MINOR.

1. Applicant is completing Application as a (check one) [ ] tenant, [ ] tenant with co-tenant(s) or [ ] guarantor/co-signor.
Total number of applicants \_\_\_\_\_

2. PREMISES INFORMATION
Application to rent property at \_\_\_\_\_ ("Premises")
Rent: \$ \_\_\_\_\_ per \_\_\_\_\_ Proposed move-in date \_\_\_\_\_

3. PERSONAL INFORMATION
A. FULL NAME OF APPLICANT \_\_\_\_\_
B. Date of Birth \_\_\_\_\_ (For purpose of obtaining credit reports. Age discrimination is prohibited by law.)
C. 1. Driver's License No. \_\_\_\_\_ State \_\_\_\_\_ Expires \_\_\_\_\_
2. See section II for Social Security Number
D. Phone Number: Home \_\_\_\_\_ Work \_\_\_\_\_ Other \_\_\_\_\_
E. Email \_\_\_\_\_
F. Name(s) of all other proposed occupant(s) and relationship to applicant \_\_\_\_\_
G. Pet(s) (number and type) \_\_\_\_\_
H. Auto: Make \_\_\_\_\_ Model \_\_\_\_\_ Year \_\_\_\_\_ License No. \_\_\_\_\_ State \_\_\_\_\_ Color \_\_\_\_\_
Other vehicle(s): \_\_\_\_\_
I. In case of emergency, person to notify \_\_\_\_\_
Relationship \_\_\_\_\_
Address \_\_\_\_\_ Phone \_\_\_\_\_
J. Does applicant or any proposed occupant plan to use liquid-filled furniture? [ ] No [ ] Yes Type \_\_\_\_\_
K. Has applicant been a party to an unlawful detainer action or filed bankruptcy within the last seven years? [ ] No [ ] Yes
If yes, explain \_\_\_\_\_
L. Has applicant or any proposed occupant ever been convicted of or pleaded no contest to a felony? [ ] No [ ] Yes
If yes, explain \_\_\_\_\_
M. Has applicant or any proposed occupant ever been asked to move out of a residence? [ ] No [ ] Yes
If yes, explain \_\_\_\_\_

4. RESIDENCE HISTORY
Current address \_\_\_\_\_
City/State/Zip \_\_\_\_\_
From \_\_\_\_\_ to \_\_\_\_\_
Name of Landlord/Manager \_\_\_\_\_
Landlord/Manager's phone \_\_\_\_\_
Do you own this property? [ ] No [ ] Yes
Reason for leaving current address \_\_\_\_\_
Previous address \_\_\_\_\_
City/State/Zip \_\_\_\_\_
From \_\_\_\_\_ to \_\_\_\_\_
Name of Landlord/Manager \_\_\_\_\_
Landlord/Manager's phone \_\_\_\_\_
Did you own this property? [ ] No [ ] Yes
Reason for leaving this address \_\_\_\_\_

5. EMPLOYMENT AND INCOME HISTORY
Current employer \_\_\_\_\_
Current employer address \_\_\_\_\_
From \_\_\_\_\_ To \_\_\_\_\_
Supervisor \_\_\_\_\_
Supervisor phone \_\_\_\_\_
Employment gross income \$ \_\_\_\_\_ per \_\_\_\_\_
Other income info \_\_\_\_\_
Previous employer \_\_\_\_\_
Prev. employer address \_\_\_\_\_
From \_\_\_\_\_ To \_\_\_\_\_
Supervisor \_\_\_\_\_
Supervisor phone \_\_\_\_\_
Employment gross income \$ \_\_\_\_\_ per \_\_\_\_\_
Other income info \_\_\_\_\_

Property Address: \_\_\_\_\_ Date: \_\_\_\_\_

**6. CREDIT INFORMATION**

Name of creditor	Account number	Monthly payment	Balance due

Name of bank/branch	Account number	Type of account	Account balance

**7. PERSONAL REFERENCES**

Name \_\_\_\_\_ Address \_\_\_\_\_  
 Phone \_\_\_\_\_ Length of acquaintance \_\_\_\_\_ Occupation \_\_\_\_\_  
 Name \_\_\_\_\_ Address \_\_\_\_\_  
 Phone \_\_\_\_\_ Length of acquaintance \_\_\_\_\_ Occupation \_\_\_\_\_

**8. NEAREST RELATIVE(S)**

Name \_\_\_\_\_ Address \_\_\_\_\_  
 Phone \_\_\_\_\_ Relationship \_\_\_\_\_  
 Name \_\_\_\_\_ Address \_\_\_\_\_  
 Phone \_\_\_\_\_ Relationship \_\_\_\_\_

Applicant understands and agrees that: (i) this is an application to rent only and does not guarantee that applicant will be offered the Premises; (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, and (iii) Applicant will provide a copy of applicant's driver's license upon request.

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 a credit report on applicant and other reports, warnings and verifications on and about applicant, which may include, but not be limited to, criminal background checks, reports on unlawful detainers, bad checks, fraud warnings, employment and tenant history. Applicant further authorizes Landlord or Manager or Agent to disclose information to prior or subsequent owners and/or agents.

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

Return your completed application and any applicable fee not already paid to: **Aviara Real Estate**  
Address **2555 Townsgate Rd Ste 200** City **Westlake Village** State **CA** Zip **91361-2698**

**II. SCREENING FEE**

**THIS SECTION TO BE COMPLETED BY LANDLORD, MANAGER OR AGENT.**

Applicant Social Security Number: \_\_\_\_\_. Applicant has paid a nonrefundable screening fee of \$ \_\_\_\_\_, applied as follows: (The screening fee may not exceed \$30.00, adjusted annually from 1-1-98 commensurate with the increase in the Consumer Price Index. A CPI inflation calculator is available on the Bureau of Labor Statistics website, www.bls.gov. The California Department of Consumer Affairs calculates the applicable screening fee amount to be \$44.50 as of 2012.)

\$ \_\_\_\_\_ for credit reports prepared by \_\_\_\_\_ ;  
 \$ \_\_\_\_\_ for \_\_\_\_\_ (other out-of-pocket expenses); and  
 \$ \_\_\_\_\_ for processing.

The undersigned has read the foregoing and acknowledges receipt of a copy.

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

The undersigned has received the screening fee indicated above.

Landlord or Manager or Agent Signature \_\_\_\_\_ CalBRE Lic. # \_\_\_\_\_  
Date \_\_\_\_\_

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LRA REVISED 12/15 (PAGE 2 OF 2)

**APPLICATION TO RENT/SCREENING FEE (LRA PAGE 2 OF 2)**





I. APPLICATION TO RENT

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1. Applicant is completing Application as a (check one) [ ] tenant, [ ] tenant with co-tenant(s) or [ ] guarantor/co-signor. Total number of applicants \_\_\_\_\_

2. PREMISES INFORMATION Application to rent property at \_\_\_\_\_ ("Premises") Rent: \$ \_\_\_\_\_ per \_\_\_\_\_ Proposed move-in date \_\_\_\_\_

3. PERSONAL INFORMATION A. FULL NAME OF APPLICANT \_\_\_\_\_ B. Date of Birth \_\_\_\_\_ (For purpose of obtaining credit reports. Age discrimination is prohibited by law.) C. 1. Driver's License No. \_\_\_\_\_ State \_\_\_\_\_ Expires \_\_\_\_\_ 2. See section II for Social Security Number D. Phone Number: Home \_\_\_\_\_ Work \_\_\_\_\_ Other \_\_\_\_\_ E. Email \_\_\_\_\_ F. Name(s) of all other proposed occupant(s) and relationship to applicant \_\_\_\_\_ G. Pet(s) (number and type) \_\_\_\_\_ H. Auto: Make \_\_\_\_\_ Model \_\_\_\_\_ Year \_\_\_\_\_ License No. \_\_\_\_\_ State \_\_\_\_\_ Color \_\_\_\_\_ Other vehicle(s): \_\_\_\_\_ I. In case of emergency, person to notify \_\_\_\_\_ Relationship \_\_\_\_\_ Address \_\_\_\_\_ Phone \_\_\_\_\_ J. Does applicant or any proposed occupant plan to use liquid-filled furniture? [ ] No [ ] Yes Type \_\_\_\_\_ K. Has applicant been a party to an unlawful detainer action or filed bankruptcy within the last seven years? [ ] No [ ] Yes If yes, explain \_\_\_\_\_ L. Has applicant or any proposed occupant ever been convicted of or pleaded no contest to a felony? [ ] No [ ] Yes If yes, explain \_\_\_\_\_ M. Has applicant or any proposed occupant ever been asked to move out of a residence? [ ] No [ ] Yes If yes, explain \_\_\_\_\_

4. RESIDENCE HISTORY Current address \_\_\_\_\_ City/State/Zip \_\_\_\_\_ From \_\_\_\_\_ to \_\_\_\_\_ Name of Landlord/Manager \_\_\_\_\_ Landlord/Manager's phone \_\_\_\_\_ Do you own this property? [ ] No [ ] Yes Reason for leaving current address \_\_\_\_\_ Previous address \_\_\_\_\_ City/State/Zip \_\_\_\_\_ From \_\_\_\_\_ to \_\_\_\_\_ Name of Landlord/Manager \_\_\_\_\_ Landlord/Manager's phone \_\_\_\_\_ Did you own this property? [ ] No [ ] Yes Reason for leaving this address \_\_\_\_\_

5. EMPLOYMENT AND INCOME HISTORY Current employer \_\_\_\_\_ Current employer address \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_ Supervisor \_\_\_\_\_ Supervisor phone \_\_\_\_\_ Employment gross income \$ \_\_\_\_\_ per \_\_\_\_\_ Other income info \_\_\_\_\_ Previous employer \_\_\_\_\_ Prev. employer address \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_ Supervisor \_\_\_\_\_ Supervisor phone \_\_\_\_\_ Employment gross income \$ \_\_\_\_\_ per \_\_\_\_\_ Other income info \_\_\_\_\_





Property Address: \_\_\_\_\_ Date: \_\_\_\_\_

**6. CREDIT INFORMATION**

Name of creditor	Account number	Monthly payment	Balance due

Name of bank/branch	Account number	Type of account	Account balance

**7. PERSONAL REFERENCES**

Name \_\_\_\_\_ Address \_\_\_\_\_  
 Phone \_\_\_\_\_ Length of acquaintance \_\_\_\_\_ Occupation \_\_\_\_\_  
 Name \_\_\_\_\_ Address \_\_\_\_\_  
 Phone \_\_\_\_\_ Length of acquaintance \_\_\_\_\_ Occupation \_\_\_\_\_

**8. NEAREST RELATIVE(S)**

Name \_\_\_\_\_ Address \_\_\_\_\_  
 Phone \_\_\_\_\_ Relationship \_\_\_\_\_  
 Name \_\_\_\_\_ Address \_\_\_\_\_  
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\$ \_\_\_\_\_ for credit reports prepared by \_\_\_\_\_;  
 \$ \_\_\_\_\_ for \_\_\_\_\_ (other out-of-pocket expenses); and  
 \$ \_\_\_\_\_ for processing.

The undersigned has read the foregoing and acknowledges receipt of a copy.

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

The undersigned has received the screening fee indicated above.

Landlord or Manager or Agent Signature \_\_\_\_\_ CalBRE Lic. # \_\_\_\_\_  
 Date \_\_\_\_\_

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**LRA REVISED 12/15 (PAGE 2 OF 2)**

**APPLICATION TO RENT/SCREENING FEE (LRA PAGE 2 OF 2)**





### Verification of Employment

Date: \_\_\_\_\_ From: \_\_\_\_\_  
Attention: \_\_\_\_\_ Email/Fax#: \_\_\_\_\_  
Company: \_\_\_\_\_  
Regarding: \_\_\_\_\_

Our office is requesting verification of either current employer or previous employment for the above applicant(s). Your prompt response will greatly expedite the application process. We thank you in advance for returning this form asap to [Kevin@WebberEstates.com](mailto:Kevin@WebberEstates.com) or [Carie@WebberEstates.com](mailto:Carie@WebberEstates.com). Please find here the signature of our perspective resident, authorizing the release of information to our office.

Thank you for your assistance in this matter.

X \_\_\_\_\_

Prospective Resident Authorization

Agent for Aviara Real Estate

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#### **\*TO BE COMPLETED BY EMPLOYER\***

Is this applicant currently employed with the company?: \_\_\_\_\_

Start date of Employment: \_\_\_\_\_

Length of Employment: \_\_\_\_\_

Job Title: \_\_\_\_\_

Salary per year: \_\_\_\_\_

\_\_\_\_\_  
Signature of Person Releasing Information

\_\_\_\_\_  
Date



### Verification of Residency

Date: \_\_\_\_\_ From: \_\_\_\_\_  
Attention: \_\_\_\_\_ EmailFax#: \_\_\_\_\_  
Company: \_\_\_\_\_  
Regarding: \_\_\_\_\_

Our office is requesting verification of either current residency or previous residency for the above applicant(s). Your prompt response will greatly expedite the application process. We thank you in advance for returning this form asap. Please find here the signature of our perspective resident, authorizing the release of information to our office.

Thank you for your assistance in this matter.

X

Prospective Resident Authorization

Agent for Aviara Real Estate

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#### **\*TO BE COMPLETED BY OUR OFFICE\***

Move-in Date: \_\_\_\_\_ Move-out Date: \_\_\_\_\_

Was 30 day notice given?: \_\_\_\_\_

Amount of monthly rent: \_\_\_\_\_

Was the rent payment ever late?: \_\_\_\_\_ How many times?: \_\_\_\_\_

Any damage or noise complaints?: \_\_\_\_\_

Would you rent to them again? \_\_\_\_\_

\_\_\_\_\_  
Signature of Person Releasing Information

\_\_\_\_\_  
Date

\_\_\_\_\_  
Please Print Name

\_\_\_\_\_  
Company/Title