

## George Goodwin Realty, Inc Rental Application

Thank you for your interest in our rental property. We provide an equal opportunity to all. We abide by all fair housing practices and do not discriminate on the basis of race, color, religion, sex, handicap/disability, national origin, familial status, ancestry, age, marital status, source of income, sexual orientation, or other factors that are unrelated to an applicant's ability to comply with the rental agreement and house rules.

1. Each adult over the age of 18 who will be living in the home is required to sign the lease. All leases are for a period of 12 months. An application is required for each adult including a \$20.00 processing fee for each application.
2. Attach any documentation which would help us to review your application faster including; copy of recent pay stub, offer letter, bank statement, etc.
3. You can bring your application into our office at 1901 Lawton Street, San Francisco for processing. Our office hours are Monday–Friday from 9:00 a.m. - 5:30 p.m.
4. We process all applications in the order in which they are received. We accept the first qualified applicant.

Please print clearly and legible. If you have any questions, please do not hesitate to call us at # (415)-681-1265.

### Leasing Policy

Please review the following qualifying standards and if you feel that you meet the criteria please complete the attached application.

1. A completed application for all applicants that are 18 years or older. Applications that do not have all areas completed or an explanation for omissions will be returned to the applicant
2. Two years of verifiable rental history from an unbiased source. It is your responsibility to provide us with the name, dates and contact number of previous property owners/managers. Applicants who are related by blood or marriage to be previous landlords or do not have two years of verifiable rental history will be required to have a cosigner. All cosigners must complete an application, meet our qualifying standards and submit a \$20.00 processing fee.
3. A combined gross income of at least 3 times the rent for one person, 4 times the rent for two people, 5 times the rent for three people, etc... Please provide proof of ability to pay rent through sources such as employment contract, pay stubs, tax records, government assistance or retirement statements. For those who are self-employed, business licenses, tax records and/or bank statements may be suitable forms of proof of ability to pay rent.
4. A satisfactory credit report. All applicants upon signing the application will be authorizing management to run a credit report
5. Two pieces of Identification must be shown. We require at least one photo I.D. (a driver's license, passport, employee I.D., or other government issued photo I.D. card) and one other form of I.D. at time of lease signing.
6. Cosigners must live in California to qualify. All owners do not accept cosigners. Cosigners do not cure all deficiencies.

An application may be denied for any of the following reasons:

- Incomplete application or false information
- Inability to verify rental history or poor references from previous landlords
- Inadequate verifiable income to meet rental criteria
- Poor credit report or court judgements for evictions of financial delinquency.

# George Goodwin Realty, Inc Rental Application

Address of property you would like to Rent: \_\_\_\_\_

Monthly Rent \_\_\_\_\_ Desired Move-in Date \_\_\_\_\_

Application Date: \_\_\_\_\_

Applicant's Name (First, Middle, Last): \_\_\_\_\_

Birth date (MM-DD-YY) \_\_\_\_\_ Social Security # \_\_\_\_\_

Home # \_\_\_\_\_ Cell # \_\_\_\_\_

Email address: \_\_\_\_\_

Spouse's Name (First, Middle, Last) \_\_\_\_\_

Names and Ages of Other Occupants under Age 18 \_\_\_\_\_

## **Rental History:**

**Current Address** \_\_\_\_\_ Apt # \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Rent Amount \_\_\_\_\_ Move-in Date \_\_\_\_\_

Manager or Landlord: \_\_\_\_\_

Phone # and/or email: \_\_\_\_\_

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

Comments (office use): \_\_\_\_\_

**Previous Address** \_\_\_\_\_ Apt # \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Rent Amount \_\_\_\_\_ Move-in Date \_\_\_\_\_

Manager or Landlord: \_\_\_\_\_

Phone # and/or email: \_\_\_\_\_

Why did you leave your previous residence? \_\_\_\_\_

Comments (office use): \_\_\_\_\_

## **Applicant's Employment History:**

Present Employer: \_\_\_\_\_

Phone Supervisor \_\_\_\_\_ Monthly Gross Income \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Work Phone number \_\_\_\_\_ Position (Title) \_\_\_\_\_

Position How Long? \_\_\_\_\_

Comments (office use): \_\_\_\_\_

**Previous Employer (if less than 2 years):** \_\_\_\_\_

Phone # of Supervisor \_\_\_\_\_ Monthly Gross Income \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Work Phone number \_\_\_\_\_ Position (Title) \_\_\_\_\_

Position How Long? \_\_\_\_\_

Comments (office use): \_\_\_\_\_

Additional Income you wish considered – Source: \_\_\_\_\_

Monthly Amount \_\_\_\_\_

**In Case of Emergency Contact:** \_\_\_\_\_

Relationship: \_\_\_\_\_

Work Phone \_\_\_\_\_ Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Have you or your spouse ever been evicted or broken a rental agreement? Yes No

Will you or the other occupants have a pet? Yes No

Type, Weight, Age, Breed: \_\_\_\_\_

The undersigned persons represent that all of the above statements are true and complete and hereby authorize verification of such information. False information shall entitle owner to (1) Reject this application, (2) Retain application fee and reservation deposit for owner's time and expense for processing this application, and (3) Terminate resident's right of occupancy. Authorization is hereby given to contact all persons provided and access any information needed to validate accuracy of application. Applicant authorizes owner to access a credit report for credit evaluation. This application is not a lease agreement or a contract and is subject to approval by Agent for Owner. Application fee is non-refundable.

Print Name: \_\_\_\_\_

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date:

*Each Co-Resident Must Submit a Separate Application*