



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) [X] 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 month 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: **Regal Group**  
Address **39465 Paseo Padre Pkwy, Suite 3550** City **Fremont** State **CA** Zip **94538**

**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 **\$30.00**, 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.)

\$ **30.00** for credit reports prepared by **CLEAR CHOICE CREDIT** ;  
 \$ \_\_\_\_\_ 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 **CHARLENE H. PIEN** CalBRE Lic. # **01293465**  
 Date \_\_\_\_\_

© 1991-2015, California Association of REALTORS®, Inc. United States copyright law (Title 17 U.S. Code) forbids the unauthorized distribution, display and reproduction of this form, or any portion thereof, by photocopy machine or any other means, including facsimile or computerized formats.

THIS FORM HAS BEEN APPROVED BY THE CALIFORNIA ASSOCIATION OF REALTORS® (C.A.R.). NO REPRESENTATION IS MADE AS TO THE LEGAL VALIDITY OR ACCURACY OF ANY PROVISION IN ANY SPECIFIC TRANSACTION. A REAL ESTATE BROKER IS THE PERSON QUALIFIED TO ADVISE ON REAL ESTATE TRANSACTIONS. IF YOU DESIRE LEGAL OR TAX ADVICE, CONSULT AN APPROPRIATE PROFESSIONAL.

This form is made available to real estate professionals through an agreement with or purchase from the California Association of REALTORS®. It is not intended to identify the user as a REALTOR®. REALTOR® is a registered collective membership mark which may be used only by members of the NATIONAL ASSOCIATION OF REALTORS® who subscribe to its Code of Ethics.

**R E S C** Published and Distributed by:  
 REAL ESTATE BUSINESS SERVICES, INC.  
 a subsidiary of the California Association of REALTORS®  
 525 South Virgil Avenue, Los Angeles, California 90020

Reviewed by \_\_\_\_\_ Date \_\_\_\_\_





## **REGAL GROUP**

REALTY & INVESTMENTS

**Charlene H. Pien, PhD, Broker**  
**DRE#: 01293465, NMLS#: 303554**  
**39465 Paseo Padre Parkway, Suite 3550, Fremont, CA 94538**  
**cell: 510-967-7988 eFax: 510-743-0758**  
**<http://www.RegalGroupRealty.com> email: [Charlene@CharlenePien.com](mailto:Charlene@CharlenePien.com)**

### **REQUIRED DOCUMENTS FOR RENTAL APPLICATION**

Dear Prospect Tenant(s):

Thank you for your interest in the subject rental property. In order for us to process your application, please kindly send us the following documents:

1. Completed and signed Rental Application
2. \$30 tenant screen fee per adult tenant
3. Copy of photo ID (driver's license or passport) from each adult tenant
4. Most recent W-2
5. First page and signature page of most recent Federal Tax Return
6. 3 most recent pay stubs
7. 2 most recent bank statement(s) showing a total balance enough to cover 6 monthly rental payments

We will pull your tenant screen report and verify your employment and rental history based on the information you provided. Please feel free to contact us if you have further questions.