

SMITH REALTY
911 Padre Drive
Salinas, CA 93901
(831) 751-9600
(831) 751-9669 –Fax

APPLICATION INFORMATION AND INSTRUCTIONS

NOTE: Each applicant over 18 years of age who will be residing in the rental property must complete and sign on rental application and pay an **application fee of \$40.00** (per application) (cash only).

PROCEDURES AND QUALIFICATIONS CRITERIA

1. Must complete application. **ALL LINES MUST BE FILLED IN.** Incorrect or misinformation will disqualify you as a prospective renter. Please be careful in the completion of the application. Copies of drivers license or photo I. D. required with application.
2. A credit report will be ordered and considered with references given on the application. Must have good credit report with at least a 600 credit score
3. **Copy of Social Security Card and Driver's License must be included.**
4. Must receive favorable responses from prior landlords.
5. **Two recent pay stubs are required.** If self employed, provide, upon request, copies of last TWO (2) years' tax returns which reflects and verifies income.
6. Combined income must be at least two (2) times the amount of the monthly rent. Length of employment is strongly considered as well as verification of employment from employer.
7. Upon acceptance, must be prepared to pay security deposit with 24 – 48 hours. Units will not be held until security deposit is received. Upon receipt of rental documents and at signing of rental contract, must pay the first month's rent with a cashier's check or money order. No personal checks for move in money.
8. Tenants moving in after the first day of the month, will have the rent prorated prior to occupancy. (EXAMPLE: Rent \$1,000 is divided by 30 days (month) and then times the number of days tenant will be occupying in the month.)
9. No smoking is allowed.
10. No pets are allowed. If PETS are allowed by certain Landlords, then an extra \$500 deposit will be required to be paid to cover additional expenses for mandatory flea spraying, carpet deodorization and cleaning.
11. Rents insurance is requested to be maintained by tenant for coverage of their personal belongings. Landlord does not cover tenant's personal belongings in case of fire and flood damage.
12. NO last month's rent is collected AND it will not be allowed to be taken out of security deposit.

I wish to submit an application to rent the property located at: _____
along with the \$40.00 application fee. **No personal checks or money orders are accepted.**

Smith Realty does not select residents on a "first-come, first-served" basis.

I have read and understand the above. **YOUR APPLICATION WILL NOT BE PROCESSED WITHOUT ALL OF THE REQUIRED INFORMATION. THANK YOU.**

Name (Please Print) _____

Signature (Name) _____

Date _____