

**CALIFORNIA PROPERTY SERVICES - APPLICATION TO RENT**

**Rental Location** (you may list more than one property) 1. \_\_\_\_\_  
2. \_\_\_\_\_ 3. \_\_\_\_\_

**Full Name of Applicant** \_\_\_\_\_  
**Cell phone** \_\_\_\_\_  
**Soc. Sec. #** \_\_\_\_\_  
Email \_\_\_\_\_  
Date of birth \_\_\_\_\_ Drivers Lic. # \_\_\_\_\_  
Present Address \_\_\_\_\_  
City/State/Zip \_\_\_\_\_  
Name of current Landlord/Manager \_\_\_\_\_  
Phone \_\_\_\_\_  
How long at present address \_\_\_\_\_ Rent pd \_\_\_\_\_  
Reason for leaving \_\_\_\_\_  
Previous address \_\_\_\_\_  
City/State/Zip \_\_\_\_\_  
Previous Landlord/Manager \_\_\_\_\_  
Phone \_\_\_\_\_  
How long at this address \_\_\_\_\_ Rent pd \_\_\_\_\_  
Reason for leaving \_\_\_\_\_

**Full Name of Co-applicant** \_\_\_\_\_  
**Cell phone** \_\_\_\_\_  
**Soc. Sec. #** \_\_\_\_\_  
Email \_\_\_\_\_  
Date of birth \_\_\_\_\_ Drivers Lic. # \_\_\_\_\_  
Present Address \_\_\_\_\_  
City/State/Zip \_\_\_\_\_  
Name of current Landlord/Manager \_\_\_\_\_  
Phone \_\_\_\_\_  
How long at present address \_\_\_\_\_ Rent pd \_\_\_\_\_  
Reason for leaving \_\_\_\_\_  
Previous address \_\_\_\_\_  
City/State/Zip \_\_\_\_\_  
Previous Landlord/Manager \_\_\_\_\_  
Phone \_\_\_\_\_  
How long at this address \_\_\_\_\_ Rent pd \_\_\_\_\_  
Reason for leaving \_\_\_\_\_

Present employer (if self employed, state business):  
\_\_\_\_\_  
Employer address \_\_\_\_\_  
City/State/Zip \_\_\_\_\_  
Phone \_\_\_\_\_  
Position or title \_\_\_\_\_  
How long with this employer? \_\_\_\_\_  
Net income (after taxes) \$ \_\_\_\_\_ per \_\_\_\_\_  
Other income \_\_\_\_\_ per \_\_\_\_\_  
Source \_\_\_\_\_  
If present employment is less than one year, list previous  
employment information \_\_\_\_\_  
\_\_\_\_\_

Present employer (if self employed, state business):  
\_\_\_\_\_  
Employer address \_\_\_\_\_  
City/State/Zip \_\_\_\_\_  
Phone \_\_\_\_\_  
How long with this employer? \_\_\_\_\_  
Position or title \_\_\_\_\_  
Net income (after taxes) \$ \_\_\_\_\_ per \_\_\_\_\_  
Other income \_\_\_\_\_ per \_\_\_\_\_  
Source \_\_\_\_\_  
If present employment is less than one year, list previous  
employment information \_\_\_\_\_  
\_\_\_\_\_

Auto make \_\_\_\_\_ Model \_\_\_\_\_ Color \_\_\_\_\_  
Year \_\_\_\_\_ License # \_\_\_\_\_ State \_\_\_\_\_

Auto make \_\_\_\_\_ Model \_\_\_\_\_ Color \_\_\_\_\_  
Year \_\_\_\_\_ License # \_\_\_\_\_ State \_\_\_\_\_

**Names and ages of ALL minor occupants and relationship to applicants-**

\_\_\_\_\_  
\_\_\_\_\_

**Pets, ESA animal, Service animal (breed, weight, age)** \_\_\_\_\_

**Have any of the applicants been a party to an unlawful detainer (eviction) or filed bankruptcy? NO / YES - Explain.**

\_\_\_\_\_  
\_\_\_\_\_

In case of emergency, person to notify (cannot be yourself or co-applicants): \_\_\_\_\_  
Phone ( ) \_\_\_\_\_ Address \_\_\_\_\_

**Applicant(s) represent(s) the above information to be true, correct, and complete and hereby authorize(s) verification of the information provided, including obtaining a credit report(s). Applicant agrees to pay \$30.00 per person, which is a fee for processing the application, and has no bearing on whether the applicant is approved or denied. This fee is not a deposit to rent. It is agreed,**

**Date** \_\_\_\_\_

**Date** \_\_\_\_\_

**Applicant Signature** \_\_\_\_\_

**Co-Applicant Signature** \_\_\_\_\_

## Application and Rental Procedures

A fully completed application and \$30 processing fee is required for all persons 18 years of age and older. The application processing fee covers the expenses for the cost of credit checks, staff time, phone/fax costs and inquiries needed to verify application information.

**\*\* If we are unable to verify information on the application, it shall be considered incomplete and will be put on hold until all information is supplied by applicant.**

Rental eligibility is based upon income, employment history, rental history and credit history. All of these factors are considered during the application review process.

Applicants will need to supply 2 most recent pay stubs, 3 months of **checking and savings account statements**, and any additional information needed to verify applicants' ability to pay rent.

- A \$30 processing fee for each person(s) 18 and older is payable by cash, personal check, money order or cashier's check
- Application forms are available to anyone interested in a rental property we offer.
- All applications are reviewed on an equal basis. No "first come" policy in place.
- Applications usually require 3-5 business days to process.
- Processing time depends on our ability to verify information on the application.
- Fully completed applications can be walked into our office, dropped off in our night slot or emailed to [office@cpscentralcoast.com](mailto:office@cpscentralcoast.com).

Most of our rentals do not allow pets. If they are accepted at a property, there is a separate animal application that needs to be completed. Please ask for more information if you have an animal.

Vacant units have a specific move-in date. Please make sure this move-in date fits with your schedule prior to filling out an application.

Occupied rental units are subject to the existing tenant vacating on time.

**\*\* Tenant must secure a renter's insurance policy prior to move in \*\***

**\*\* All move in funds MUST be in the form of a cashier's check or money order \*\*  
NO EXCEPTIONS**

California Property Services 1200 Price Street, Pismo Beach, Ca 93449; (805)773-3433  
Arroyo Grande Office: 124 S Halcyon Suite A, Arroyo Grande, Ca 93420 A.G. (805)474-0100

**DRE# 01451147**