

# Rental Application Instructions

**This property has a year lease only. Please include \$30 for Credit Check**

We appreciate your interest in the rental dwellings we currently have available. Because we want to rent this dwelling to people who are considerate of their neighbors, clean in their living habits, capable of paying the rent, and prompt in paying their bills, we use a rental application to help us determine whether our applicants meet these qualifications.

In order for you to rent from us, you must complete a rental application. We want you to know how to complete the application we use, and we also want you to know what our company does with your application.

When filling out the application, put something in every blank, even if you have to put "none" or "N/A" in some of the blanks. Try to write so that your entries fit in the spaces provided. If they don't, continue them on the back side. Take your time and look up any information called for on the application which you're at all uncertain about. **Don't Guess.**

Make sure you read the declaration just above the signature line and agree to it before you sign your name to the application. It states that the information on your application is true and correct, and it authorizes us to verify your references and your credit as they relate to your tenancy now and to your paying rent in the future.

When you have completed your application, read it over carefully to make sure that it is accurate, complete, and legible. Look especially for misspellings and transposed numbers.

Once we receive your application, we verify as much of it as we can. If you look at the last line on the application itself, you will notice all of the things we verify. We verify your social security number (SSN), your driver's license (DL), or personal identification (ID), your current tenancy (CurTenancy), your previous tenancy (Prev), your credit (Credit), your income (Inc), and your personal references (PersRefs). When we have verified each of these items, we put a check mark next to its abbreviation.

We verify this information in a variety of ways. We look at your social security card or some other evidence of your social security number. We look at your actual driver's license or some other official picture identification which you use whenever you cash a check. We call your current landlord or manager to ask whether the information you put on your application is correct and how long you've been at your current address, how much you've been paying in rent, and some questions about your previous tenancy.

At the same time that we order a credit report, we also order an eviction report and a bad check report. The credit report tells us whether you pay your bills on time. The eviction report tells us whether you have been evicted and why. The bad check report tells us whether you write bad checks.

Next, we call whoever can verify your source of income to determine how much you generally receive from that source every month and how long you have been receiving it.

Finally, we call your personal references to verify that they know you and that we have their correct addresses and phone numbers so that we can contact them should anything happen to you.

That's the procedure we follow when we check applications.

Now, if you suspect we might discover a "skeleton in your closet" when we check your application and you want to tell us about it before we go to all the trouble of checking you out, please feel free to do so. We'd be glad to talk with you about it. Otherwise, we will expect no surprises when we're checking you out and hope that we will soon be doing business together as landlord and tenant.

Thank you,  
Donny Galt- Manager

Pacific Blue Investments LLC    Office: 360-378-8637    Email: Don@DonGalt.com

**Please make check out to PBI for \$30 for your AmerUSA.Net credit check**

Drop off Application and check to SAN JUAN STORAGE office on Ellsworth Ave.

One Block down from Post Office. There is a drop box located outside the office door.

# PACIFIC BLUE INVESTMENTS LLC RENTAL APPLICATION

**For:** Please type in what place you are requesting to lease \_\_\_\_\_

Name \_\_\_\_\_ Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_

SSN. \_\_\_\_\_ Drivers License #. \_\_\_\_\_ D.O.B. \_\_\_\_\_

Current Address \_\_\_\_\_ How Long at this address? \_\_\_\_\_

Reason For Moving? \_\_\_\_\_ Owner/Manager \_\_\_\_\_

Owner/Managers Phone# \_\_\_\_\_ Monthly Rent? \_\_\_\_\_

Previous Address \_\_\_\_\_ How Long at this address? \_\_\_\_\_

Reason For Moving? \_\_\_\_\_ Owner/Manager \_\_\_\_\_

Owner/Managers Phone# \_\_\_\_\_ Monthly Rent? \_\_\_\_\_

Name and relationship of every person to live with you, even if only temporarily  
(Include the ages of minors):

\_\_\_\_\_

Any pets? (YES or NO) Describe \_\_\_\_\_ Waterbed? (YES or NO)

Present Occupation \_\_\_\_\_ Employer \_\_\_\_\_ Phone \_\_\_\_\_

How long with this employer? \_\_\_\_\_

Previous Occupation \_\_\_\_\_ Employer \_\_\_\_\_ Phone \_\_\_\_\_

How long with this employer? \_\_\_\_\_

Current Gross Income Per- Month (before deductions) \$ \_\_\_\_\_

List Sources and Amounts of other income \_\_\_\_\_

Amount of Alimony and/or child support you receive \$ \_\_\_\_\_ or pay \$ \_\_\_\_\_

Savings Account: Bank \_\_\_\_\_ Branch \_\_\_\_\_ Account Number \_\_\_\_\_

Checking Account: Bank \_\_\_\_\_ Branch \_\_\_\_\_ Account Number \_\_\_\_\_

Major Credit Card \_\_\_\_\_ Expires \_\_\_\_\_ Account Number \_\_\_\_\_

Average Balance \_\_\_\_\_

Credit Reference #1 \_\_\_\_\_ Account Number \_\_\_\_\_ Balance Owed \_\_\_\_\_

Average Monthly Payment \_\_\_\_\_

Credit Reference #2 \_\_\_\_\_ Account Number \_\_\_\_\_ Balance Owed \_\_\_\_\_

Average Monthly Payment \_\_\_\_\_

HAVE YOU ever filed bankruptcy? (YES or NO), ever been evicted? (YES or NO), ever convicted of a felony? (YES or NO)

Vehicle(s) Make(s) \_\_\_\_\_ Model(s) \_\_\_\_\_ Year(s) \_\_\_\_\_ License(s) \_\_\_\_\_

Personal Reference \_\_\_\_\_ Address \_\_\_\_\_ Phone \_\_\_\_\_

Contact in Case of Emergency \_\_\_\_\_ Address \_\_\_\_\_ Phone \_\_\_\_\_

I declare that the statements above are true and correct. I authorize verification of my references and credit as they relate to my tenancy and to future rent collections.

Date \_\_\_\_\_ Signed \_\_\_\_\_

Verified: SSN \_\_\_\_\_ DL/ID \_\_\_\_\_ Cur Tenancy \_\_\_\_\_ Prev. \_\_\_\_\_ Credit \_\_\_\_\_ Inc \_\_\_\_\_ PersRefs \_\_\_\_\_ By \_\_\_\_\_