

MERCHANT PROPERTY MANAGEMENT

3773-30TH STREET, SUITE B, SAN DIEGO, CA 92104

(619) 299-4024 - Rental Hotline (619) 299-8515

Website: www.merchantpropertymanagement.com

**COMPLETED APPLICATIONS ACCEPTED: Monday – Friday 9:00 AM to 4:30 PM
(PLEASE BRING COMPLETED APPLICATION TO THE ABOVE ADDRESS WITH ID, ALL
ACCOMPANING DOCUMENTATION, AND \$20 CASH APPLICATION FEE)**

In our effort to select a tenant as quickly as possible, we ask that you provide the following documentation. **INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED.**

- _____ 1. A \$20 application fee per person over 18 years old is due when this fully completed application is accepted, payable by CASH or MONEY ORDERS or CERTIFIED FUNDS. NO PERSONAL CHECKS ACCEPTED.
- _____ 2. A completed & signed rental application, one application for each person over 18 years of age (or emancipated minors with proof of emancipation).
- _____ 3. Current written legal verification of income (e.g.: most recent pay check stub (if employed), last 3 months of bank statements, proof of government income, military LES, proof of child / spousal support income, proof of retirement / trust fund income, award or grant letter for student loans, Section 8 or VASH vouchers or other public assistance or housing subsidies, and other written verification of legal income.

GENERAL POLICIES:

1. We will not “hold” units. You must accept the unit immediately, if approved (normally within 1-3 days).
2. Once your application is approved, you will be required to submit the deposit and first month’s rent proration by either certified check or money order. CASH / PERSONAL CHECKS ARE NOT ACCEPTABLE. (Not applicable to Section 8 or VASH vouchers or other public assistance or housing subsidies).
3. Fully completed applications with documentation will be processed in the order they are received.
4. Applicants must show a government issued photo I.D. in order for the application to be processed.
5. Applicant understands and agrees this is an application to rent only and does not guarantee the Applicant will be offered a particular property; that management will accept multiple applications for the unit; and that the unit will be offered to the first qualified applicant.
6. We do not accept co-signors or guarantors.
7. We are required to retain a copy of all documents submitted to us in the application process. However, we will not take a copy of your photo ID until you are approved and sign a rental agreement.

TENANT ACCEPTANCE POLICY:

1. A acceptable credit report, public records search, criminal history search, and unlawful detainer (eviction) search. (Applicants with evictions are automatically denied)
2. FICO scored: 650-850 = standard deposit -- 600-650 = Conditional approval MAY be granted with increased security deposit -- 600 and less = denied application.
3. A stable rental or mortgage payment history, including positive landlord references.
4. Legal verifiable income of at least 3 times the monthly rent (or at least 3 times the applicants’s share of the rent if applicant has a Section 8 or Vash voucher or other federal, state or local public assistance or housing subsidies)
(please see website for more detailed information)

Merchant Property Management complies with all State and Federal Fair Housing guidelines and are equal opportunity housing providers. We do not discriminate on the basis of race, color, religion, sex, familial status, national origin, disability, ancestry, sexual orientation, age, marital status, source of income, medical condition, gender, gender identity, gender expression, genetic information or any other arbitrary basis.

PLEASE FILL IN THE FOLLOWING INFORMATION:

Property Address you are applying for: _____

Projected date you would like to move in: _____



Equal Housing Opportunity

RENTAL APPLICATION

PLEASE PRINT CLEARLY – ALL PERSONS 18 YEARS OF AGE OR OLDER MUST SUBMIT A WRITTEN APPLICATION

NAME _____
First Middle Last suffix

SS# _____ - - - - - DOB ____ / ____ / ____ Government issued I.D. # _____
MO DAY YR

PHONE () _____ PHONE () _____
CELL PHONE WORK / OTHER PHONE

PHONE () _____ E-MAIL ADDRESS _____
HOME PHONE

LIST ALL PEOPLE WHO WILL BE LIVING WITH YOU:

NAME _____ DOB ____ / ____ / ____
First Middle Last MO DAY YR

NAME _____ DOB ____ / ____ / ____
First Middle Last MO DAY YR

NAME _____ DOB ____ / ____ / ____
First Middle Last MO DAY YR

NAME _____ DOB ____ / ____ / ____
First Middle Last MO DAY YR

TOTAL NUMBER OF PEOPLE RESIDING IN THE UNIT (INCLUDING YOURSELF) : _____ PEOPLE.

RESIDENTIAL HISTORY-- PLEASE LIST YOUR COMPLETE RESIDENTIAL HISTORY FOR THE PAST FIVE (5) YEARS.

CURRENT ADDRESS _____
Number Street Apt. No. City State Zip

FROM _____ - _____ TO _____ - _____ RENT AMOUNT PAID \$ _____
MONTH YEAR MONTH YEAR

OWNER/MGR/MORTGAGE COMPANY _____
Full Name address City State Zip

OWNER/MGR. PHONE () _____ () _____
Phone Fax

REASON FOR LEAVING _____

PREVIOUS ADDRESS _____
Number Street Apt. No. City State Zip

FROM _____ - _____ TO _____ - _____ RENT AMOUNT PAID \$ _____
MONTH YEAR MONTH YEAR

OWNER/MGR/MORTGAGE COMPANY _____
Full Name address City State Zip

OWNER/MGR. PHONE () _____ () _____
Phone Fax

REASON FOR LEAVING _____

PRIOR ADDRESS _____
Number Street Apt. No. City State Zip

FROM _____ - _____ TO _____ - _____ RENT AMOUNT PAID \$ _____
MONTH YEAR MONTH YEAR

OWNER/MGR/MORTGAGE COMPANY _____
Full Name address City State Zip

OWNER/MGR. PHONE () _____ () _____
Phone Fax

REASON FOR LEAVING _____

(IF YOU NEED ADDITIONAL SPACE TO COVER 5 FULL YEARS, PLEASE ATTACH ADDITIONAL SHEET)

EMPLOYMENT (IF EMPLOYED AND / OR OTHER SOURCES OF INCOME)

CURRENT EMPLOYER _____

OTHER SOURCE OF INCOME _____

ADDRESS _____
Street City State Zip

MONTHLY AMOUNT _____

GROSS MONTHLY INCOME \$ _____

OTHER SOURCE OF INCOME _____

POSITION _____ STARTING DATE _____

MONTHLY AMOUNT _____

SUPERVISOR NAME _____

SUPERVISOR PHONE () _____

EMERGENCY CONTACT INFORMATION

Full name address City State Zip
() Phone () Other Phone () Other Phone

Full name address City State Zip
() Phone () Other Phone () Other Phone

MISCELLANEOUS INFORMATION

AUTOMOBILES/MOTORCYCLES/BOATS TO BE PARKED ON PREMISES:

Make	Model	Year	License Number	COLOR

- YES NO HAVE YOU RECEIVED A 3-DAY NOTICE TO PAY RENT OR BEEN ASKED TO MOVE IN THE PAST 10 YEARS?
Explain: _____
- YES NO HAVE ANY CIVIL JUDGEMENT BEEN ENTERED AGAINST YOU IN THE PAST 10 YEARS? Why? _____
- YES NO HAVE YOU BEEN EVICTED IN THE PAST 10 YEARS? When? _____ Why? _____
- YES NO HAVE YOU EVER FILED FOR BANKRUPTCY IN THE PAST 10 YEARS? When? _____
- YES NO HAVE YOU HAD A CAR REPOSSESSED IN THE PAST 10 YEARS? When? _____
- YES NO HAVE YOU HAD A FORCLOSURE / SHORT SALE IN THE PAST 10 YEARS? When? _____
- YES NO DO YOU OR ANY HOUSEHOLD MEMBER SMOKE?
- YES NO DO YOU OR ANY HOUSEHOLD MEMBER CURRENTLY HAVE OR RECENTLY HAD BED BUGS?
- YES NO DO YOU HAVE OR INTEND TO HAVE ANY PETS? Describe: _____

(Assistance animals for persons with disabilities are not considered pets, but do require advance written approval)

Applicant represents that the information above is true and correct, and authorizes Merchant Property Management to verify the information above and to obtain reports that may include credit reports, investigative consumer reports, unlawful detainer (eviction) reports, bad check searches, criminal background searches, social security number verification, fraud warnings, previous tenant history and employment history. Applicant consents to allow Landlord to request and disclose information to previous or subsequent (actual and prospective) landlords and property management companies. Applicant agrees to provide additional information upon request. Any misrepresentation on the application will result in denial to rent and (if determined after possession is granted) will be deemed a material and noncurable breach of the Rental Agreement.

PRINT NAME SIGNATURE DATE