



## APPLICATION COVER LETTER

Thank you for choosing SAN MAR Properties, Inc. for your rental housing needs. To help us start processing the application for your new home, it is very important to complete or bring all the documents checked below:

### PROOF OF INCOME

\_\_\_\_\_ Pay check stub(s) – covering most recent 90-day period

\_\_\_\_\_ Self-employed – Last 2 years Proof of Income or (1099) income statements

\_\_\_\_\_ Last 3 months bank statements (from all sources of additional funds)

\_\_\_\_\_ Copy of school grant/scholarship if applicant is a student

\_\_\_\_\_ Award Letter

\_\_\_\_\_ Social Security Card / ITIN

\_\_\_\_\_ Driver's License/Valid Picture ID

\_\_\_\_\_ Government Issued ID

\_\_\_\_\_ \$30 Non-refundable application fee; \$20 for an additional applicant

\_\_\_\_\_ Proof of current address

\_\_\_\_\_ 3<sup>rd</sup> Party Translator

\_\_\_\_\_ Contract to Secure

**Additional information:**

---

---

Please fill out your application **completely** including all addresses for the last 3 years and all owner/landlord phone numbers (use additional sheet of paper, if necessary).

6356 N. Fresno St. Fresno, California 93710-5212  
(559) 439-5500 Fax (559) 439-1018

PMF 04B  
REV 3/10



## APPLICATION COVER LETTER

Thank you for choosing SAN MAR Properties, Inc. for your rental housing needs. To help us start processing the application for your new home, it is very important to complete or bring all the documents checked below:

### PROOF OF INCOME

\_\_\_\_\_ Pay check stub(s) – covering most recent 90-day period

\_\_\_\_\_ Self-employed – Last 2 years Proof of Income or (1099) income statements

\_\_\_\_\_ Last 3 months bank statements (from all sources of additional funds)

\_\_\_\_\_ Copy of school grant/scholarship if applicant is a student

\_\_\_\_\_ Award Letter

\_\_\_\_\_ Social Security Card / ITIN

\_\_\_\_\_ Driver's License/Valid Picture ID

\_\_\_\_\_ Government Issued ID

\_\_\_\_\_ \$30 Non-refundable application fee; \$20 for an additional applicant

\_\_\_\_\_ Proof of current address

\_\_\_\_\_ 3<sup>rd</sup> Party Translator

\_\_\_\_\_ Contract to Secure

**Additional information:**

---

---

Please fill out your application **completely** including all addresses for the last 3 years and all owner/landlord phone numbers (use additional sheet of paper, if necessary).

6356 N. Fresno St. Fresno, California 93710-5212  
(559) 439-5500 Fax (559) 439-1018

PMF 04B  
REV 3/10

## RENTAL APPLICATION

Co-Applicants with different Rental History - use a separate application for each applicant.

“As required by law, you are hereby notified that a positive or negative credit report reflecting information on your credit record may be submitted to a credit reporting agency or to a recognized law enforcement agent if you fail to fulfill the terms of your credit obligations”.

In order to process your application to live in one of our rental communities, we will need you to provide us with all the information requested below. *Incomplete information will only delay the processing of your APPLICATION.*

**PLEASE PRINT CLEARLY.**

Move-In Date: \_\_\_\_\_

Property: \_\_\_\_\_

Apt # / Unit Type: \_\_\_\_\_

**PROPOSED OCCUPANTS** .....

**HEAD OF HOUSEHOLD:**

FIRST NAME \_\_\_\_\_ MIDDLE \_\_\_\_\_ LAST \_\_\_\_\_

SOCIAL SEC or ITIN # \_\_\_\_\_ PHOTO ID/TYPE \_\_\_\_\_ NUMBER \_\_\_\_\_

ISSUING GOV'T. \_\_\_\_\_ EXP. DATE \_\_\_\_\_ OTHER ID \_\_\_\_\_

HOME PHONE \_\_\_\_\_ CELL PHONE \_\_\_\_\_ WORK PHONE \_\_\_\_\_

EMAIL ADDRESS \_\_\_\_\_

**CO-APPLICANT:**

FIRST NAME: \_\_\_\_\_ MIDDLE \_\_\_\_\_ LAST \_\_\_\_\_

SOCIAL SEC or ITIN # \_\_\_\_\_ PHOTO ID/TYPE \_\_\_\_\_ NUMBER \_\_\_\_\_

ISSUING GOV'T. \_\_\_\_\_ EXP. DATE \_\_\_\_\_ OTHER ID \_\_\_\_\_

HOME PHONE \_\_\_\_\_ CELL PHONE \_\_\_\_\_ WORK PHONE \_\_\_\_\_

EMAIL ADDRESS \_\_\_\_\_

**HOUSEHOLD INFORMATION** .....

Complete the information for EACH household member (other than Head and Co-Applicant above) including members under the age of 18 who will occupy the unit:

NAME (INCLUDING ALL CHILDREN UNDER 18)	Relationship	Social Security Number	Date of Birth

**RENTAL HISTORY** .....

**CURRENT ADDRESS**

NUMBER      STREET      APT. #      CITY      STATE      ZIP

FROM \_\_\_\_\_ TO \_\_\_\_\_ AMT RENT PAID? \_\_\_\_\_ REASON FOR LEAVING: \_\_\_\_\_

APT COMPLEX OWNER/MGR \_\_\_\_\_ PHONE # \_\_\_\_\_

MORTGAGE CO. (If owned home) \_\_\_\_\_

NAME      ADDRESS      PHONE #

**PREVIOUS ADDRESS**

NUMBER      STREET      APT. #      CITY      STATE      ZIP

FROM \_\_\_\_\_ TO \_\_\_\_\_ AMT RENT PAID? \_\_\_\_\_ REASON FOR LEAVING: \_\_\_\_\_

APT COMPLEX OWNER/MGR \_\_\_\_\_ PHONE # \_\_\_\_\_

MORTGAGE CO. (If owned home) \_\_\_\_\_

NAME      ADDRESS      PHONE #

**PREVIOUS ADDRESS**

NUMBER      STREET      APT. #      CITY      STATE      ZIP

FROM \_\_\_\_\_ TO \_\_\_\_\_ AMT RENT PAID? \_\_\_\_\_ REASON FOR LEAVING: \_\_\_\_\_

APT COMPLEX OWNER/MGR \_\_\_\_\_ PHONE # \_\_\_\_\_

MORTGAGE CO. (If owned home) \_\_\_\_\_

NAME      ADDRESS      PHONE #

**EMPLOYMENT/SOURCE OF INCOME.....**  
**HEAD OF HOUSEHOLD**

**CURRENT EMPLOYER** \_\_\_\_\_ **ADDRESS** \_\_\_\_\_

GROSS MONTHLY SALARY \$ \_\_\_\_\_ POSITION \_\_\_\_\_ HOW LONG? \_\_\_\_\_ YRS. \_\_\_\_\_ MOS

SUPERVISOR \_\_\_\_\_ BUSINESS PHONE \_\_\_\_\_

**CURRENT OTHER INCOME** \_\_\_\_\_ **AMOUNT \$** \_\_\_\_\_

**HEAD OF HOUSEHOLD**

**PREVIOUS EMPLOYER** \_\_\_\_\_ **ADDRESS** \_\_\_\_\_

GROSS MONTHLY SALARY \$ \_\_\_\_\_ POSITION \_\_\_\_\_ HOW LONG \_\_\_\_\_ YRS. \_\_\_\_\_ MOS

SUPERVISOR \_\_\_\_\_ BUSINESS PHONE \_\_\_\_\_

**CO-APPLICANT EMPLOYER** \_\_\_\_\_ **ADDRESS** \_\_\_\_\_

GROSS MONTHLY SALARY \$ \_\_\_\_\_ POSITION \_\_\_\_\_ FROM \_\_\_\_\_ TO \_\_\_\_\_

SUPERVISOR \_\_\_\_\_ BUSINESS PHONE \_\_\_\_\_

**PREVIOUS EMPLOYER** \_\_\_\_\_ **ADDRESS** \_\_\_\_\_

GROSS MONTHLY SALARY \$ \_\_\_\_\_ POSITION \_\_\_\_\_ FROM \_\_\_\_\_ TO \_\_\_\_\_

SUPERVISOR \_\_\_\_\_ BUSINESS PHONE \_\_\_\_\_

**OTHER FAMILY MEMBER**

**EMPLOYER** \_\_\_\_\_ **ADDRESS** \_\_\_\_\_

GROSS MONTHLY SALARY \$ \_\_\_\_\_ POSITION \_\_\_\_\_ FROM \_\_\_\_\_ TO \_\_\_\_\_

SUPERVISOR \_\_\_\_\_ BUSINESS PHONE \_\_\_\_\_

**PREVIOUS EMPLOYER** \_\_\_\_\_ **ADDRESS** \_\_\_\_\_

GROSS MONTHLY SALARY \$ \_\_\_\_\_ POSITION \_\_\_\_\_ FROM \_\_\_\_\_ TO \_\_\_\_\_

SUPERVISOR \_\_\_\_\_ BUSINESS PHONE \_\_\_\_\_

**BANKING INFORMATION**

CHECKING ACCOUNT \_\_\_\_\_  
BANK NAME BRANCH CITY PHONE ACCOUNT NO.

SAVINGS ACCOUNT \_\_\_\_\_  
BANK NAME BRANCH CITY PHONE ACCOUNT NO.

**REFERENCES.....**

FAMILY \_\_\_\_\_  
FULL NAME NUMBER STREET

CITY STATE RELATIONSHIP PHONE

**MISCELLANEOUS INFORMATION.....**

PETS \_\_\_\_\_ WATER-FILLED FURNITURE \_\_\_\_\_  
DESCRIPTION DESCRIPTION

EMERGENCY CONTACT \_\_\_\_\_  
FULL NAME RELATIONSHIP PHONE

AUTOMOBILES/MOTORCYCLES TO BE PARKED ON PREMISES:

MAKE MODEL COLOR YR LICENSE # STATE MAKE MODEL COLOR YR LICENSE # STATE

MAKE MODEL COLOR YR LICENSE # STATE MAKE MODEL COLOR YR LICENSE # STATE

Have you ever been delinquent in payment of your rent or any other financial obligation? Yes  or No ? If yes please explain:

Have you ever been a defendant in an unlawful detainer (EVICTION) lawsuit or defaulted (failed to perform) any obligation of a Rental

Agreement or Lease? YES  NO

If yes, please explain

By signature below applicant(s) hereby authorize verification of the above items including, but not limited to, the obtaining of a credit report and agrees to furnish SAN MAR Properties Inc., or its agent to disclose tenancy information to previous or subsequent owners/managers.

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

Apt. Number \_\_\_\_\_

---

Rental Community

Have you or any member of your household ever been convicted of a felony or pled guilty or “no contest” to a felony, whether or not resulting in a conviction?

Yes  No

Have you or any member of your household ever been convicted of, or pled guilty or “no contest” to, engaging in the illegal manufacture, sale, distribution, use or possession of an illegal drug or controlled substance, whether or not resulting in a conviction?

Yes  No

Have you or any member of your household ever been convicted of, or pled guilty or “no contest” to, a criminal complaint involving sexual misconduct, whether or not resulting in a conviction?

Yes  No

Have you or any member of your household ever been convicted of, or pled guilty or “no contest” to engaging in acts of violence or threats of violence, including, but not limited to, the unlawful discharge of a firearm, whether or not resulting in a conviction?

Yes  No

All questions must be answered. If you answered “yes” to any question, please provide an explanation. Include the date, circumstances and the nature of the offense.

I understand that my occupancy is contingent upon meeting Management’s resident selection criteria and housing program requirements. All information supplied here or elsewhere will be used to determine my household’s eligibility for housing. I authorize the verification of all such information. I consent to allow Owner/Agent to disclose any information obtained to previous, current or subsequent owners/agents, law enforcement or others as owner/agent deems appropriate.

I further understand that providing any false, fraudulent, misleading or incomplete information can cause delay in processing and will be grounds for denial of tenancy; and in the event that I become a tenant or I am an existing tenant, would be considered a material breach of my rental agreement and can be used as grounds to immediately terminate my tenancy.

Any “yes” response on this addendum may lead to rejection of my application, or the immediate termination of my rental agreement if I am an existing tenant. I declare that all information and answers supplied by me, or on my behalf, during the application process, including, but not limited to, the answers to the above questions, are true and correct to the best of my knowledge and belief.

---

Signature

Date

---

Please Print Name