

# TENANT APPLICATION

## PLEASE READ INSTRUCTIONS BEFORE COMPLETING YOUR APPLICATION

Thank you for your interest in our property. If you wish to rent this property, please complete the following:

1. Complete this application. Each prospective occupant that is 18 or older must submit a completed application. Please remember to sign at the bottom of the application and completely fill in all the information required. You will also need to bring Photo ID, 2 months of bank statements, & verifiable proof of income (pay stubs, W-2, or tax return).
2. There is a \$40.00 application fee for each adult applicant. (For example: married couples must pay \$80.00 not \$40.00.) This fee will only be accepted in the form of cash, money order or cashier's check.  
**No personal checks will be accepted to run credit checks and this is a non-refundable fee.**
3. We want to meet with all our prospective tenants, so you may drop off your application(s), in person, at our office, Monday through Friday from 8:30 AM to 5:00 PM. If you need a Saturday or Sunday appointment, please call (714) 809-6177. **Faxed, e-mailed or online applications will not be accepted.**

**Call:** Business Hours: (714) 378-1366

Evenings & Weekends: (714) 809-6177

**www.PacificCityOnline.com**

**We are located at:** 2062 Business Center Dr. Suite 115, Irvine CA 92612

Our major cross streets are: East of MacArthur Blvd. & South of the 405 Freeway

**ALL THREE PAGES OF APPLICATION MUST BE FILLED OUT COMPLETELY**

PROPERTY ADDRESS \_\_\_\_\_ DATE \_\_\_\_\_

### OCCUPANTS - EACH INDIVIDUAL OVER 18 MUST COMPLETE A SEPARATE APPLICATION

FULL NAME \_\_\_\_\_ D.L.#/STATE \_\_\_\_\_ DOB \_\_\_\_\_ SS# \_\_\_\_\_

RES. TEL# \_\_\_\_\_ WORK TEL# \_\_\_\_\_ MOBILE TEL# \_\_\_\_\_

MARITAL STATUS ☐ SINGLE ☐ MARRIED ☐ DIVORCED ☐ SEPARATED ☐ WIDOWED

E-MAIL ADDRESS \_\_\_\_\_

MINOR CHILDREN WHO WILL OCCUPY PROPERTY - INCLUDE FULL NAME, AGE AND RELATIONSHIP

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

**RESIDENCE - HISTORY NOT LESS THAN 2 YEARS** Verified By \_\_\_\_\_ Date \_\_\_\_\_

**CURRENT RESIDENCE** \_\_\_\_\_  
Street Address City State Zip Code Phone

☐ RENT ☐ OWN MOVE IN DATE \_\_\_\_\_ MOVE OUT DATE \_\_\_\_\_ MONTHLY PAYMENT \$ \_\_\_\_\_

LANDLORD / MTG. CO \_\_\_\_\_  
Name Street Address City State Zip Code Phone

**PREVIOUS RESIDENCE** \_\_\_\_\_  
Street Address City State Zip Code Phone

☐ RENT ☐ OWN MOVE IN DATE \_\_\_\_\_ MOVE OUT DATE \_\_\_\_\_ MONTHLY PAYMENT \$ \_\_\_\_\_

LANDLORD / MTG. CO \_\_\_\_\_  
Name Street Address City State Zip Code Phone

# TENANT APPLICATION

Page 2 of 3

**APPLICATION MUST BE FILLED OUT COMPLETELY**

**EMPLOYMENT- HISTORY NOT LESS THAN 2 YEARS**

**Verified By**

**Date**

**CURRENT EMPLOYER**

Name Street Address City State Zip Code Phone

YOUR POSITION SUPERVISOR HOW LONG?

GROSS MO. INCOME \$ OTHER INCOME \$ SOURCE

**PREVIOUS EMPLOYER**

Name Street Address City State Zip Code Phone

YOUR POSITION SUPERVISOR HOW LONG?

GROSS MO. INCOME \$ OTHER INCOME \$ SOURCE

**BANKING**

**Verified By**

**Date**

**CHECKING ACCOUNT**

Bank Name City Phone Account Number

**SAVINGS ACCOUNT**

Bank Name City Phone Account Number

**PERSONAL - IN CASE OF EMERGENCY**

**FAMILY REFERENCE**

Name Street Address City State Zip Code Phone

**RELATIONSHIP**

**NON-FAMILY REFERENCE**

Name Street Address City State Zip Code Phone

**LIST ALL VEHICLES TO BE PARKED ON PREMISES**

Color Make Model Year License Number

Color Make Model Year License Number

Color Make Model Year License Number

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:

Have you ever filed a bankruptcy? ☐ Yes ☐ No If yes, please explain:

# TENANT APPLICATION

Page 3 of 3

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Do you smoke or use tobacco products? ☐ Yes ☐ No

Have you ever been convicted of a crime other than traffic violations? ☐ Yes ☐ No

Do you intend to keep any animals on the premises? ☐ Yes ☐ No

If yes, how many and what type of animals.

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**Pacific City Properties Inc. strictly enforces it's animal policy on all rental units. Any tenants found with a pet or animal in their living unit without prior written authorization from Pacific City Properties Inc. will have their tenancy immediately terminated.**

The information on this application is true and correct to the best of my knowledge. I hereby authorize Pacific City Properties Inc., their representative(s) or agent(s) to verify the above information and to obtain a consumer and/or investigative credit report. I understand that the FEE for verifying this application is NOT A DEPOSIT or RENT and will not be applied to rent or REFUNDED EVEN IF THIS APPLICATION IS DENIED.

Applicant understands that, Pacific City Properties Inc., the property manager, is relying on information provided in this application and that any false information or statements provided herein may result in the immediate termination of applicants' tenancy when any such false information is discovered.

DATED \_\_\_\_\_ APPLICANT SIGNATURE \_\_\_\_\_

**DELIVER APPLICATION AND A \$40 FEE IN CASH OR MONEY ORDER  
FOR EACH APPLICANT TO PACIFIC CITY PROPERTIES INC.  
2062 Business Center Dr. Suite 115, Irvine CA 92612 • (714) 378-1366**

**For more available rentals - VISIT OUR WEBSITE AT  
[www.PacificCityOnline.Com](http://www.PacificCityOnline.Com)**