

For office use only:
 Date received: _____
 \$25 Application Fee Paid: _____
 Proof of income provided: _____

RENTAL APPLICATION: Building: _____ Apartment#: _____ Rent: \$ _____ /month
 Name: _____ Date of Birth: _____ Social Security # _____ - _____ - _____
 Driver's License: _____ Cell Phone #: _____ Work Phone #: _____
 email: _____

Present Street Address: _____ **City:** _____ **State:** _____ **Zip Code** _____
Resided From: _____ **Resided To:** _____ **Reason for moving:** _____
Owner/Manager: _____ **Phone #:** _____ **Rent \$:** _____

Previous Street Address: _____ **City:** _____ **State:** _____ **Zip Code:** _____
Resided From: _____ **Resided To:** _____ **Reason for moving:** _____
Owner/Manager: _____ **Phone #:** _____ **Rent \$:** _____

Name of every person who will live with you, even if only temporarily:

Any pets?: _____ Describe: _____ Waterbed?: _____

Occupation: _____ **Employer:** _____ **Phone#:** _____
Duration of Employment: _____ **Supervisor:** _____ **Phone#:** _____

Previous Occupation: _____ **Employer:** _____ **Phone#:** _____
Duration of Employment: _____ **Supervisor:** _____ **Phone#:** _____

Current Gross Income per month (before deductions) \$: _____
List other sources of income (other than employment listed above): _____

HAVE YOU... (Check all that apply)

Ever filed bankruptcy?: Ever been evicted?:
 Ever been convicted of a felony?: Ever had to register as a sex offender?:

Vehicle make: _____ **Model:** _____ **Color:** _____ **Year:** _____ **License:** _____
Vehicle make: _____ **Model:** _____ **Color:** _____ **Year:** _____ **License:** _____

Personal Ref#1: _____ **Address:** _____ **Phone#:** _____
Personal Ref#2: _____ **Address:** _____ **Phone#:** _____

Emergency Contact: _____ **Address:** _____ **Phone#:** _____

****PLEASE BE SURE TO CHECK, SIGN, AND READ THE BACK OF THIS APPLICATION****

(please check box to accept). By checking the box and signing your name below, you declare that all your statements in this application are true and complete. By submitting this application, you are directing and authorizing BellPort Property Management, LLC to verify this information and obtain additional background information about you through any means, including using a third party consumer agency such as AppFolio, Inc., 50 Castilian Dr. Goleta, CA 93117, 866.648.1536, personal and professional references, employers and other rental housing owners. You further direct and authorize BellPort Property Management, LLC to obtain from any law enforcement agency, present or past employer or supervisor, landlord, finance bureau/office, credit bureau, collection agency, college, university or other institute of learning or certification, private business, military branch or the national personnel records center, personal reference and/or other persons, and authorize the same to give records or information that they may have concerning your criminal history, motor vehicle/driving history, earnings history, credit history, character, general reputation, personal characteristics, mode of living, employment records, record of attendance and earned degrees or certificates, or any other information requested, whether the said records are private or public, and including those which may be deemed to be privileged or confidential in nature and you irrevocably and unconditionally release all such persons, including any named or unnamed informant, from any liability resulting from the furnishing of this information

Date:		Signature:	
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Desired Move In Date: _____

RENTAL POLICY

1. BellPort Property Management does not discriminate on the basis of race, color, national origin, religion, sex, familial status (having children), or handicap / disability.
2. **Although a security deposit is not required in order to process of an application, BellPort Property Management will not hold an apartment for anyone until a security deposit equal to one month's rent is put down.**
3. **Please submit complete applications! All individuals age 18 and over that will be living in an apartment together must each submit a separate rental application.** Incomplete applications will not be processed. If sections of the rental application are left blank, we will not consider your application. Omission of information -such as rental history contact information and / or false information is also grounds for denial. **If you will be receiving a subsidy, you must note this on the application and include documentation / proof of your eligibility or an explanation of why you cannot provide documentation / proof.**
4. Once BellPort Property Management has received complete applications from everybody who hopes to live together, rental qualifications will be determined based on employment / income and rental history (see rental criteria in #5). If your application is denied, you would receive back a security deposit had you put one down. If approved, we will keep the deposit and schedule a time for you to come into the office and sign a lease. **If you change your mind about renting, you would forfeit your security deposit put down to hold an apartment, to the extent damages were suffered after professionally reasonable efforts were made to mitigate these damages.**
5. Rental Criteria
 - a. **Income:** BellPort Property Management looks for one year of steady income with a monthly gross income of at least 2.5 times the portion of monthly rent. Students must provide proof of a reliable source of income along with their application, be it work study, student loans or another source.
 - b. **Rental History:** BellPort Property Management looks for at least 2 years of satisfactory rental history. Previous violations of leases and/or money owed to previous landlords will result in denial of our rental application.
 - c. **Credit and Criminal History:** by signing the application, prospective tenants give BellPort Property Management consent to run a full credit and criminal history check on them, the results of which will be used to inform our decision-making process.
6. Co-Signers: In some cases, if an applicant has insufficient income or rental history, tenants may be approved on the condition that a cosigner guarantees the lease. To do so, they must submit our Co-Signer's application- available for download at www.bellportmgt.com - and be approved.
7. Though it is not required, BellPort Property Management strongly recommends that tenants purchase renter's insurance to cover their belongings.
8. We reserve the right to deny any applicant who exhibit threatening or inappropriate behavior toward any BellPort Property Management employees, agents, or residents.