

BEYOND PROPERTY MANAGEMENT RENTAL APPLICATION INSTRUCTIONS



Dear Prospective Tenant,

Thank you for applying for housing with *Beyond Property Management*. The following policies and procedures have been developed to ensure that all prospective applicants are treated equally. Please take a moment to read the instructions below before completing the application:

- **Beyond Property Management strictly adheres to all Fair Housing Laws.**
- Gross monthly income for the household must be a **minimum of 3 times the rent**. Please include copies of the 2 most recent pay stubs with your application. If self-employed, please include proof of bank deposits for the last 2 months. We must be able to verify your income.
- Each person 18 years or older **MUST** fill out an application.
- **Please be sure to fill out the application completely.** An incomplete application will delay the process. We **must** have phone numbers for your *current* and *previous* landlord as well as your employer. Please include a copy of a picture ID.
- The screening process usually takes **24 to 48 hours** depending on how quickly landlords return calls requesting information. Each application is screened for credit history, leasing (rental) history, employment and/or income verification and criminal history.
- The screening fee is **\$30.00 per person** and must be paid at the time of application either by www.Paypal.com (payable to Beyondpmsd@gmail.com), money order, cashier's check, personal check, or cash. **The fee is non-refundable.** Once the screening process is complete, the property manager (agent) will present your application to the property owner for the final decision. The decision is made by the owner, not by Beyond Property Management.
- A property is considered **rented** when a lease has been signed and rent paid. A property may continue to be shown even if an application has been received.
- **For fastest processing** please submit a complete application package. A complete package will include:
 1. Fully completed applications
 2. Attached copy of photo ID for all applicants
 3. Proof of income

You can return via email, fax, or in person to our office. Information to do so is found at the top of the 1st page of the application. Thank you for your applying!

Beyond Property Management
(619) 606-0340

Date: _____ Address Applying for: _____ Last Name: _____

\$30.00 Per Adult

RENTAL APPLICATION

\$30.00 Per Adult



***Screening Fee (\$30 per adult) may be paid in person, or
via www.PayPal.com to Beyondpmsd@gmail.com**

YOU MAY DROP OFF IN PERSON: 1216 N COAST HWY. #110 ENCINITAS, CA 92024/ RETURN BY EMAIL- BEYONDPMSD@GMAIL.COM / OR FAX- (858) 947-3945

First Name:	MI:	Last Name:	Jr.,Sr?
SSN:	DATE of BIRTH:	Email:	
Cell Phone:	Home Phone:	Desired move in Date? :	

List your Addresses for the Previous 5 years

Current Address:	City, State, Zip:		
Owner/Manager:	Phone:	Monthly Rent:	
Moved In date:	Why are you moving?		
Previous Address:	City, State, Zip:		
Owner/Manager:	Phone:	Monthly Rent:	
Moved In date:	Moved out date:		
Previous Address:	City, State, Zip:		
Owner/Manager:	Phone:	Monthly Rent:	
Moved In date:	Moved out date:		

Employment and Income

Current Employer:	Address:		
Position:	Phone:	Hire Date:	Hours worked per week:
Gross Wages: \$	(___ month ___ week ___ hour)		What other income & source?:
2nd Job Employer:	Phone:	Income \$	___ wk, ___ Mon ___ Hr
Are You on Section 8?:	If Yes, Have You had your briefing?:	If yes, I have a	BEDROOM Voucher
How long will you live here?: ___ 1 yr ___ 2 yr ___ 3 yr + _____ Other			
Is the total move-in amount available now?:		Have you broken a lease?:	Are You a Convicted Felon?:
How many Evictions have been filed on you?:		What kind of animals do you have?:	
What may interrupt your income or ability to pay rent?			

If accepted the following persons will be living with me

1.)	4.)
2.)	5.)
3.)	6.)

Credit References

Lender	Purpose of Loan	Balance	Monthly Payment	Do you have a Checking Account?:
1.)				Do you have a Savings Account?:
2.)				Do you own Real Estate?:

EMERGENCY CONTACTS including help to pay rent

NAME	ADDRESS	PHONE	RELATIONSHIP
1.)			
2.)			

LIST Vehicles & Trailers your household will possess: _____

Date: _____ Address Applying for: _____ Last Name: _____

HOW DID YOU FIND THIS HOME: (friend, yard sign, etc.) _____

Your requested move-in date: _____

Other comments or explanations:

This agreement made this date by and between **Beyond Property Management.**, manager for the Owner, herein after "landlord" and the below signed, hereafter "Applicant". The Applicant shall pay to the landlord a nonrefundable fee upon the execution of this agreement in the amount listed on application to cover the administrative costs, expenses, and time of the Landlord to verify information submitted by the Applicant. Applicant authorizes the Landlord, his employees, agents, or representatives to make any and all inquiries necessary to verify the information provided herein, including but not limited to direct contact with Applicant's employer, landlords, credit, neighbors, police, government agencies and any and all other sources of information which the Landlord may deem necessary and appropriate within his sole discretion. The Applicant represents to the Landlord that the application has been completed in full and all the information provided for herein is true, accurate and complete to the best of the Applicant's knowledge and further, agrees that if any such information is not as represented, or if the application is incomplete the Applicant may, at the Landlord's sole discretion, be disqualified. The Applicant provides the information contained on this form. Landlord is not liable to the Applicant, his heirs, executors, administrators, or assigns for any damages of any kind, actual or consequential by reason of the verification by the Landlord of the information provided by the Applicant, and Applicant hereby releases the Landlord, his agent, employees and representatives from any and all actions, causes of action of any kind or nature that may arise by virtue of the execution or implementation of the agreement provided herein. This property requires a **Security Deposit** that must be paid in full before any rental agreement is made. Animal deposit(s) are in addition to security deposit. Applicant, once approved, are advised to obtain renter's insurance and Landlord will attempt to contact the Applicant by the phone numbers listed on this application. Applicant has 24 hours from time of approval to fulfill rental agreement by producing all monies required and signing all rental agreement papers. If Applicant fails to perform within 24 hours of Landlord's approval, Applicant may be disqualified and Landlord may rent this home to the next qualified Applicant.

Our required standards for qualifying to rent a home are simple and fair. They are:

- All homes are offered without regard to race, color, religion, national origin, sex, disability or familial status.
- Each adult occupant must submit an application.
- Your gross monthly income must equal approximately three times or more the monthly rent
- A favorable credit history.
- Be employed and be able to furnish acceptable proof of the required income.
- Good references, housekeeping, and property maintenance from your previous Landlords.
- Limit the number occupants to 2 per bedroom.
- Compensating Factors can include additional requirements such as double deposit or rent paid in advance for applicants who fall short of above criteria.

The Applicant authorizes release of all information to Landlord.



APPLICANT: _____

DATE: _____

OFFICE USE ONLY, Do NOT Write Below This Line

	App Fee	Viewed Property	Picture ID Copy	Source