

# SkyWest Property Management

***You will need to submit the following:***

- One completed application for each adult, 18 years of age or older
- Picture ID
- Social Security Card
- 2 paycheck stubs or proof of other income
- Copy of most recent W-2
- For **self-employed** applicants **only**: copy of a recent income tax return
- Verification of employment
- Verification of past rental history
- 2 months of recent bank statements
- Application fee: Once your application is complete, you will need to pay a \$35.00 application fee (for each adult), payable by *cashier's check or money order*, payable to **SkyWest Property Management**.
- You can also apply on-line at [www.skywestpm.com](http://www.skywestpm.com)

***Please submit all applications with supporting documents to:***

**SkyWest Property Management**

9381 E. Stockton Blvd., Suite 200  
Elk Grove, CA 95624

Attn: Nancy Scates

Phone: (916) 753-1489

Fax: (916) 478-4669

Email: [nancyscates@skywestpm.com](mailto:nancyscates@skywestpm.com)



APPLICATION TO RENT/SCREENING FEE
(C.A.R. Form LRA, Revised 11/13)

I. APPLICATION TO RENT

THIS SECTION TO BE COMPLETED BY APPLICANT. A SEPARATE APPLICATION TO RENT IS REQUIRED FOR EACH OCCUPANT 18 YEARS OF AGE OR OVER, OR AN EMANCIPATED MINOR.

1. Applicant is completing Application as a (check one) [ ] tenant, [ ] tenant with co-tenant(s) or [ ] guarantor/co-signor.
Total number of applicants \_\_\_\_\_

2. PREMISES INFORMATION
Application to rent property at \_\_\_\_\_ ("Premises")
Rent: \$ \_\_\_\_\_ per \_\_\_\_\_ Proposed move-in date \_\_\_\_\_

3. PERSONAL INFORMATION
A. FULL NAME OF APPLICANT \_\_\_\_\_
B. Date of Birth \_\_\_\_\_ (For purpose of obtaining credit reports. Age discrimination is prohibited by law.)
C. Social Security No. \_\_\_\_\_ Driver's License No. \_\_\_\_\_
State \_\_\_\_\_ Expires \_\_\_\_\_
D. Phone Number: Home \_\_\_\_\_ Work \_\_\_\_\_ Other \_\_\_\_\_
E. Email \_\_\_\_\_
F. Name(s) of all other proposed occupant(s) and relationship to applicant \_\_\_\_\_
G. Pet(s) or service animals (number and type) \_\_\_\_\_
H. Auto: Make \_\_\_\_\_ Model \_\_\_\_\_ Year \_\_\_\_\_ License No. \_\_\_\_\_ State \_\_\_\_\_ Color \_\_\_\_\_
Other vehicle(s): \_\_\_\_\_
I. In case of emergency, person to notify \_\_\_\_\_
Relationship \_\_\_\_\_
Address \_\_\_\_\_ Phone \_\_\_\_\_
J. Does applicant or any proposed occupant plan to use liquid-filled furniture? [ ] No [ ] Yes Type \_\_\_\_\_
K. Has applicant been a party to an unlawful detainer action or filed bankruptcy within the last seven years? [ ] No [ ] Yes
If yes, explain \_\_\_\_\_
L. Has applicant or any proposed occupant ever been convicted of or pleaded no contest to a felony? [ ] No [ ] Yes
If yes, explain \_\_\_\_\_
M. Has applicant or any proposed occupant ever been asked to move out of a residence? [ ] No [ ] Yes
If yes, explain \_\_\_\_\_

4. RESIDENCE HISTORY
Current address \_\_\_\_\_
City/State/Zip \_\_\_\_\_
From \_\_\_\_\_ to \_\_\_\_\_
Name of Landlord/Manager \_\_\_\_\_
Landlord/Manager's phone \_\_\_\_\_
Do you own this property? [ ] No [ ] Yes
Reason for leaving current address \_\_\_\_\_
Previous address \_\_\_\_\_
City/State/Zip \_\_\_\_\_
From \_\_\_\_\_ to \_\_\_\_\_
Name of Landlord/Manager \_\_\_\_\_
Landlord/Manager's phone \_\_\_\_\_
Did you own this property? [ ] No [ ] Yes
Reason for leaving this address \_\_\_\_\_

5. EMPLOYMENT AND INCOME HISTORY
Current employer \_\_\_\_\_
Current employer address \_\_\_\_\_
From \_\_\_\_\_ To \_\_\_\_\_
Supervisor \_\_\_\_\_
Supervisor phone \_\_\_\_\_
Employment gross income \$ \_\_\_\_\_ per \_\_\_\_\_
Other income info \_\_\_\_\_
Previous employer \_\_\_\_\_
Prev. employer address \_\_\_\_\_
From \_\_\_\_\_ To \_\_\_\_\_
Supervisor \_\_\_\_\_
Supervisor phone \_\_\_\_\_
Employment gross income \$ \_\_\_\_\_ per \_\_\_\_\_
Other income info \_\_\_\_\_

The copyright laws of the United States (Title 17 U.S. Code) forbid the unauthorized reproduction of this form, or any portion thereof, by photocopy machine or any other means, including facsimile or computerized formats. Copyright © 1991-2013, CALIFORNIA ASSOCIATION OF REALTORS®, INC. ALL RIGHTS RESERVED.

Applicant's Initials ( \_\_\_\_\_ ) ( \_\_\_\_\_ )

Reviewed by \_\_\_\_\_ Date \_\_\_\_\_



**6. CREDIT INFORMATION**

Name of creditor	Account number	Monthly payment	Balance due

  

Name of bank/branch	Account number	Type of account	Account balance

**7. PERSONAL REFERENCES**

Name \_\_\_\_\_ Address \_\_\_\_\_  
 Phone \_\_\_\_\_ Length of acquaintance \_\_\_\_\_ Occupation \_\_\_\_\_  
 Name \_\_\_\_\_ Address \_\_\_\_\_  
 Phone \_\_\_\_\_ Length of acquaintance \_\_\_\_\_ Occupation \_\_\_\_\_

**8. NEAREST RELATIVE(S)**

Name \_\_\_\_\_ Address \_\_\_\_\_  
 Phone \_\_\_\_\_ Relationship \_\_\_\_\_  
 Name \_\_\_\_\_ Address \_\_\_\_\_  
 Phone \_\_\_\_\_ Relationship \_\_\_\_\_

Applicant understands and agrees that: (i) this is an application to rent only and does not guarantee that applicant will be offered the Premises; (ii) Landlord or Manager or Agent may accept more than one application for the Premises and, using their sole discretion, will select the best qualified applicant, and (iii) Applicant will provide a copy of applicant's driver's license upon request.

Applicant represents the above information to be true and complete, and hereby authorizes Landlord or Manager or Agent to: (i) verify the information provided; and (ii) obtain a credit report on applicant and other reports, warnings and verifications on and about applicant, which may include, but not be limited to, criminal background checks, reports on unlawful detainers, bad checks, fraud warnings, employment and tenant history. Applicant further authorizes Landlord or Manager or Agent to disclose information to prior or subsequent owners and/or agents.

**If application is not fully completed, or received without the screening fee: (i) the application will not be processed, and (ii) the application and any screening fee will be returned.**

Applicant \_\_\_\_\_ Date \_\_\_\_\_ Time \_\_\_\_\_

Return your completed application and any applicable fee not already paid to: \_\_\_\_\_  
 Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**II. SCREENING FEE**

**THIS SECTION TO BE COMPLETED BY LANDLORD, MANAGER OR AGENT.**

Applicant has paid a **nonrefundable** screening fee of \$ \_\_\_\_\_, applied as follows: (The screening fee may not exceed \$30.00, adjusted annually from 1-1-98 commensurate with the increase in the Consumer Price Index. A CPI inflation calculator is available on the Bureau of Labor Statistics website, [www.bls.gov](http://www.bls.gov). The California Department of Consumer Affairs calculates the applicable screening fee amount to be \$42.06 as of 2009.)

\$ \_\_\_\_\_ for credit reports prepared by \_\_\_\_\_ ;  
 \$ \_\_\_\_\_ for \_\_\_\_\_ (other out-of-pocket expenses); and  
 \$ \_\_\_\_\_ for processing.

The undersigned has read the foregoing and acknowledges receipt of a copy.

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

The undersigned has received the screening fee indicated above.

Landlord or Manager or Agent Signature \_\_\_\_\_ CalBRE Lic. # \_\_\_\_\_ Date \_\_\_\_\_

The copyright laws of the United States (Title 17 U.S. Code) forbid the unauthorized reproduction of this form, or any portion thereof, by photocopy machine or any other means, including facsimile or computerized formats. Copyright © 1998-2013, CALIFORNIA ASSOCIATION OF REALTORS®, INC. ALL RIGHTS RESERVED. THIS FORM HAS BEEN APPROVED BY THE CALIFORNIA ASSOCIATION OF REALTORS® (C.A.R.). NO REPRESENTATION IS MADE AS TO THE LEGAL VALIDITY OR ADEQUACY OF ANY PROVISION IN ANY SPECIFIC TRANSACTION. A REAL ESTATE BROKER IS THE PERSON QUALIFIED TO ADVISE ON REAL ESTATE TRANSACTIONS. IF YOU DESIRE LEGAL OR TAX ADVICE, CONSULT AN APPROPRIATE PROFESSIONAL.

This form is available for use by the entire real estate industry. It is not intended to identify the user as a REALTOR®. REALTOR® is a registered collective membership mark which may be used only by members of the NATIONAL ASSOCIATION OF REALTORS® who subscribe to its Code of Ethics.



Published and Distributed by:  
 REAL ESTATE BUSINESS SERVICES, INC.  
 a subsidiary of the California Association of REALTORS®  
 525 South Virgil Avenue, Los Angeles, California 90020

Reviewed by \_\_\_\_\_ Date \_\_\_\_\_

