

# APPLICATION PROCESS



**KENNY REALTY**  
Sales & Property Management

## Application Qualifications

- Run credit for every adult
- Income: 3x the monthly rent
- Landlord reference
- Employment Reference

## Application Process

1. Each adult to fill out application completely. Any additional occupants under 18years old, list below.
2. Be sure every adult signs
3. \$30 per adult for credit report. (Venmo- @Kenny-Realty, cash or check)
4. Provide paycheck stubs – most current with YTD figures
5. Provide copy of photo ID
6. Email all documents to:  
[jen@kennyrealty.com](mailto:jen@kennyrealty.com)

# Gordon Kenny Realty

# SF2399

www.kennyrealty.com

100 Arroyo Drive South San Francisco, Ca 94080  
650-589-6422 Fax 650-589-0141

## Residential Rental Application - Each Adult Must Complete The Application

Date \_\_\_\_\_ Property \_\_\_\_\_ Desired Move-in Date \_\_\_\_\_

### Applicant

Name \_\_\_\_\_ DOB \_\_\_\_/\_\_\_\_/\_\_\_\_ SSN# \_\_\_\_\_

Address \_\_\_\_\_ City/State \_\_\_\_\_ ZIP \_\_\_\_\_

Home Phone ( ) \_\_\_\_\_ Work Phone ( ) \_\_\_\_\_ xt \_\_\_\_\_ Driver's License # \_\_\_\_\_

Cell Phone ( ) \_\_\_\_\_ Pager ( ) \_\_\_\_\_ E-Mail \_\_\_\_\_ @ \_\_\_\_\_

Present Landlord \_\_\_\_\_ Phone ( ) \_\_\_\_\_ Rent\$ \_\_\_\_\_ /mo Tenant Since \_\_\_\_/\_\_\_\_

Is Rent Up To Date? \_\_\_\_\_ Have You Given Proper Notice? \_\_\_\_\_ Have You Been Asked To Move? \_\_\_\_\_

Reason for Moving \_\_\_\_\_

Have You Ever Been Evicted Or Sued For Nonpayment Of Rent? \_\_\_\_\_

Employer \_\_\_\_\_ Monthly Gross Income\$ \_\_\_\_\_ Hire Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Address \_\_\_\_\_ Phone( ) \_\_\_\_\_ Job Title \_\_\_\_\_

Additional Employer \_\_\_\_\_ Monthly Gross Income\$ \_\_\_\_\_ Hire Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Address \_\_\_\_\_ Phone( ) \_\_\_\_\_ Job Title \_\_\_\_\_

### Spouse/Co-Applicant

Name \_\_\_\_\_ DOB \_\_\_\_/\_\_\_\_/\_\_\_\_ SSN# \_\_\_\_\_

Address \_\_\_\_\_ City/State \_\_\_\_\_ ZIP \_\_\_\_\_

Home Phone ( ) \_\_\_\_\_ Work Phone ( ) \_\_\_\_\_ xt \_\_\_\_\_ Driver's License # \_\_\_\_\_

Cell Phone ( ) \_\_\_\_\_ Pager ( ) \_\_\_\_\_ E-Mail \_\_\_\_\_ @ \_\_\_\_\_

Present Landlord \_\_\_\_\_ Phone ( ) \_\_\_\_\_ Rent\$ \_\_\_\_\_ /mo Tenant Since \_\_\_\_/\_\_\_\_

Is Rent Up To Date? \_\_\_\_\_ Have You Given Proper Notice? \_\_\_\_\_ Have You Been Asked To Move? \_\_\_\_\_

Reason for Moving \_\_\_\_\_

Have You Ever Been Evicted Or Sued For Nonpayment Of Rent? \_\_\_\_\_

Employer \_\_\_\_\_ Monthly Gross Income\$ \_\_\_\_\_ Hire Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Address \_\_\_\_\_ Phone( ) \_\_\_\_\_ Job Title \_\_\_\_\_

Additional Employer \_\_\_\_\_ Monthly Gross Income\$ \_\_\_\_\_ Hire Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Address \_\_\_\_\_ Phone( ) \_\_\_\_\_ Job Title \_\_\_\_\_

### Occupants

Total Number Of People Who Will Be Occupying Premises: Number Of Occupants \_\_\_\_\_ Total Number of Cars \_\_\_\_\_

List of Occupant's other than Applicant or Co-Applicant Relationship to Applicant(s) Birthdate

List of Occupant's other than Applicant or Co-Applicant	Relationship to Applicant(s)	Birthdate

License Car 1 \_\_\_\_\_ License Car 2 \_\_\_\_\_ License Car 3 \_\_\_\_\_

Number Of Pets \_\_\_\_\_ Type Of Pet \_\_\_\_\_ Size of Pet \_\_\_\_\_

Property For Which Applicant(s) Is (Are) Applying Is A Lease For \_\_\_\_\_ One Year \_\_\_\_\_ Month To Month

Applicants Agree To Pay A Monthly Rent Of \$ \_\_\_\_\_ And A Security Deposit Of \$ \_\_\_\_\_

I (We) hereby authorize Kenny Realty to run a credit check and verify the above statements. I (We) hereby direct the person named above to give requested information concerning me(us). I (We), hereby waive all right to action for consequences as a result of such information. Applicants understand the Application fee for verification of credit is non-refundable. Applicants are entitled to a copy of the report, upon request. The application is subject to approval and acceptance by the owner or authorized agent. Until notification thereof, no contract or tenancy shall exist and I (We) shall not enter possession of the premises until the final Lease Agreement is signed and all monies are deposited with Kenny Realty. This Application shall remain the property of the owner or Kenny Realty. Once accepted, deposit given may be used towards any damages suffered by Landlord as a result of not completing the lease process.

I (WE) HAVE REVIEWED THE ABOVE INFORMATION AND GUARANTEE IT IS COMPLETE, TRUE, AND CORRECT. I (WE) UNDERSTAND IF ANY FALSE INFORMATION HAS BEEN GIVEN, THE APPLICATION WILL AUTOMATICALLY BE TURNED DOWN.

\*\*\*\*\***(Signatures And Credit Verification Fee Are Required Before Application Will Be Processed)**\*\*\*\*\*

Receipt For Credit Report Fee \$ \_\_\_\_\_ Date \_\_\_\_\_ Agent \_\_\_\_\_

READ and APPROVED \_\_\_\_\_ AND \_\_\_\_\_

Applicant \_\_\_\_\_ Co-Applicant \_\_\_\_\_

Receipt Deposit For First Month's Rent (If Applicable)-Check Will Not Be Cashed Until Applicants are Accepted and Notified of Acceptance

Amount \$ \_\_\_\_\_ Date \_\_\_\_\_ Check # \_\_\_\_\_ Agent \_\_\_\_\_

Additional Terms \_\_\_\_\_

### FOR OFFICE USE ONLY

E 1 \_\_\_\_\_ L 1 \_\_\_\_\_

E2 \_\_\_\_\_ L2 \_\_\_\_\_

Status \_\_\_\_\_ Copy to \_\_\_\_\_