

# RENTAL APPLICATION

**NEVER send your Social Security number through e-mail**

Applicant's Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ M.I.: \_\_\_\_\_

Social Security # or ITIN: *Available upon request* Date of Birth: \_\_\_\_\_ Contact Phone: \_\_\_\_\_

Photo ID Type: \_\_\_\_\_ Number: \_\_\_\_\_ Issuing government: \_\_\_\_\_

Date expires: \_\_\_\_\_ Other ID: \_\_\_\_\_ E-mail Address: \_\_\_\_\_

1. Present Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Owner/Manager: \_\_\_\_\_ Phone (Required): \_\_\_\_\_ Rent Amount: \_\_\_\_\_

From/To: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

2. Previous Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Owner/Manager: \_\_\_\_\_ Phone (Required): \_\_\_\_\_ Rent Amount: \_\_\_\_\_

From/To: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

3. *If applicable*, Current or Previous Campus Address: \_\_\_\_\_

From/To: \_\_\_\_\_ Rent Amount: \_\_\_\_\_ Campus Housing Office: (831) 459-2394

Housing/Residential-Life Office Phone: \_\_\_\_\_ Student ID #: \_\_\_\_\_

Have you turned in a UCSC Reference Release form to Campus Housing? ☐ Yes ☐ No ☐ I will do it within 3 days

4. Proposed Occupants/Ages: (1) \_\_\_\_\_ (2) \_\_\_\_\_ (3) \_\_\_\_\_

(4) \_\_\_\_\_ (5) \_\_\_\_\_ (6) \_\_\_\_\_

5. Pets: \_\_\_\_\_ Smoker: ☐ Yes ☐ No

6. Present Occupation: \_\_\_\_\_ Employer: \_\_\_\_\_ From/To: \_\_\_\_\_

Name of Supervisor: \_\_\_\_\_ Phone: \_\_\_\_\_ City: \_\_\_\_\_

7. Previous Occupation: \_\_\_\_\_ Employer: \_\_\_\_\_ From/To: \_\_\_\_\_

Name of Supervisor: \_\_\_\_\_ Phone: \_\_\_\_\_ City: \_\_\_\_\_

8. Current Gross Income: \$ \_\_\_\_\_ Per: \_\_\_\_\_ Savings: \_\_\_\_\_

9. Financial Aid Award: \$ \_\_\_\_\_ Per: \_\_\_\_\_

10. Personal Reference: \_\_\_\_\_ Phone: \_\_\_\_\_

11. Emergency Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

Relation: \_\_\_\_\_ E-mail: \_\_\_\_\_

12. Vehicles: Make/Year/License #: (1) \_\_\_\_\_

(2) \_\_\_\_\_

13. Address of Proposed Rental: \_\_\_\_\_

14. Proposed Move-in Date: \_\_\_\_\_

Applicant represents that all the above statements are true and correct and hereby authorizes verification of the above items including, but not limited to, the obtaining of a credit report.

Dated: \_\_\_\_\_ Applicant signature: \_\_\_\_\_

# **APPLICATION INSTRUCTIONS**

**PRINT CLEARLY or USE FILLABLE FORM  
FILL OUT COMPLETELY**

ITIN = Individual Tax Identification Number

**LINE 1 & 2:**

If this is your parent's or relative's unit, indicate it as such.

**LINE 3:**

Students who lived on campus can use the Campus Housing Office as a financial reference to show they paid rent on time previously and their College Housing/Residential-Life Office as a reference to confirm responsible personal behavior. These are very important references especially for the first-time renter. Fill this line out to provide landlords with information necessary to check your references. Students also must fill out and turn in the "[UCSC Reference Release Form](#)" to Campus Housing for these two references and "[How to Check a Rental Reference for a UCSC Student](#)" to give to the potential landlord.

**LINE 4:**

Print all names and ages of applicants for this unit. Each applicant fills out a separate application.

**LINE 5:**

List the type and the number of pets you own. If the pet is a dog or cat, provide a pet resume.

**LINE 6 & 7:**

Include your immediate supervisor's name and direct phone number. If your supervisor is a UCSC employee, give him or her a copy of your completed UCSC Reference Release Form so they may provide a reference to the landlord for you.

**LINE 8:**

Include the following if applicable, with Social Security # and account # blacked out:

- Most recent pay slip.
- Copy of latest bank account statement
- If receiving funds from a trust, a letter from attorney or trustee stating the amount you receive monthly and for how long.
- If receiving financial assistance from parents or other relatives, document the deposits.

**LINE 9:**

Include your Financial Aid letter.