

**JLF CONSTRUCTION, INC.  
COBBLESTONE APARTMENTS**

**3329 Halfway Avenue • McKinleyville • CA • 95519 • PH (707) 839-0137 • Fax (707) 839-5082  
[www.jlfconstruction.net/rent/](http://www.jlfconstruction.net/rent/)**

Dear Prospective Tenant(s):

Thank you for expressing an interest in the Cobblestone Apartments. Enclosed is the Rental Application form with attachments for you to complete and return to our office. Please be sure to fill the application out in its entirety as **INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED OR CONSIDERED**. An **application** must be **submitted** for **each adult (18 years and older)** who will reside on the premises. If you are full time student and/or do not meet the income requirements you must have a responsible party who meets the income criteria **complete and submit an application as well**. The responsible party would then be the signatory to the rental agreement and the student/applicant would be named as a responsible party to the agreement. **There will be a non-refundable twenty-dollar (\$20.00) application fee for each application**. There is no need to fill out an application for each complex. One application is sufficient, unless otherwise instructed.

Please carefully review the enclosed documents and make sure that you have **fully completed** the Rental Application and any attached form(s). Please make sure that all information submitted is accurate and current, such as vehicle license plate numbers, addresses and telephone numbers. If you require clarification or have any questions please immediately contact our office.

The rental rates are as follows: A one-bedroom unit is **\$735.00 per month** and the security deposit is **\$1000.00**. A two-bedroom unit/1bath flat unit is **\$875.00 per month** and the security deposit is **\$1300.00**. Water, sewer and garbage services are included with the rent. All other utilities are the responsibility of the Tenant. Each unit contains a stove, dishwasher, built-in microwave oven, garbage disposal and refrigerator, and there are coin operated washing machines and dryers are located on-site. The apartment units are **NON-SMOKING UNITS**, which includes the possession, use and cultivation of marijuana and/or medical marijuana. No water-filled furniture is allowed (including fish tank). **NO PET OF ANY KIND** is allowed. Rent is due and payable on the first of the month.

You must provide verification of your income to meet the qualification criteria, which is based on the premise that your income ratio is 3 times the amount of the rent. For example, if your monthly rent is \$735.00 then your **minimum household income** must be \$2,205.00. If you do not meet this income requirement you will not qualify. All income declared will be verified. You must also provide a valid California or other state drivers license or other photo identification card and proof of valid social security number.

Upon receipt of an application it will be reviewed for completion. Generally, you are approved for consideration after review and verification of the information provided on the Rental Application form is made, your income is verified to meet the required criteria, and your credit report comes back favorable. Once you are approved for consideration an appointment will be scheduled to view the available unit. At that time you will be required to provide a valid California or other state drivers license or other photo identification card and proof of valid social security number. ***We do not show an apartment unit to a prospective tenant until their application has been accepted and approved for consideration.*** If a unit is not currently available your application will be retained on file for 60 days in the event of a vacancy.

Again, please be sure that your application and attachments (if any) are completed, signed and dated prior to submitting, as *incomplete applications will not be accepted*. Thank you.

Sincerely,

*Monica Brock*

Property Manager

Email: [mbrock@jlfconstruction.net](mailto:mbrock@jlfconstruction.net)

BS/MB

cc: File Copy

**COBBLESTONE APARTMENTS**

3329 Halfway Avenue • McKinleyville • CA • 95519 • PH (707) 839-4907 • Fax (707) 839-5082

[www.jlfconstruction.net](http://www.jlfconstruction.net)

Email: [mbrock@jlfconstruction.net](mailto:mbrock@jlfconstruction.net)

**RENTAL APPLICATION**

(Note: Incomplete applications will be rejected. All applications are subject to credit and reference approval and verification.)

**ALL APPLICANTS OVER 18 MUST COMPLETE AN APPLICATION FORM.**

- Applicant - Full Name, including all names you use(d).

Name(s) \_\_\_\_\_

Current Mailing Address \_\_\_\_\_

Home Phone: ( ) \_\_\_\_\_ Work Phone: ( ) \_\_\_\_\_

Social Security Number \_\_\_\_\_ Date of Birth \_\_\_\_\_

Driver's License No./State \_\_\_\_\_ E-mail address: \_\_\_\_\_

Have you applied here before?  YES or  NO

Vehicle(s) Information: List Make, Model, Year, Color, and License Plate Number/State

Vehicle #1 \_\_\_\_\_

Vehicle #2 \_\_\_\_\_

- Additional Occupants - List everyone who will live with you.

Full Name                      Age                      Relationship to Applicant(s)                      Occupation

- Rental History – (NOTE: THE RENTAL REFERENCES CANNOT BE RELATIVES.)

Current Address \_\_\_\_\_

Dates Lived at Address \_\_\_\_\_ Reason for Leaving \_\_\_\_\_

Landlord/Manager \_\_\_\_\_ Telephone Number: ( ) \_\_\_\_\_

Landlord/Manager Mailing Address \_\_\_\_\_

Previous Address \_\_\_\_\_

Dates Lived at Address \_\_\_\_\_ Reason for Leaving \_\_\_\_\_

Landlord/Manager \_\_\_\_\_ Telephone Number: ( ) \_\_\_\_\_

Landlord/Manager Mailing Address \_\_\_\_\_

Previous Address \_\_\_\_\_

Dates Lived at Address \_\_\_\_\_ Reason for Leaving \_\_\_\_\_

Landlord/Manager \_\_\_\_\_ Telephone Number: ( ) \_\_\_\_\_

Landlord/Manager Mailing Address \_\_\_\_\_

- Employment History

Current Employer \_\_\_\_\_

Employer's Address \_\_\_\_\_ Telephone Number: ( ) \_\_\_\_\_

Dates of Employment \_\_\_\_\_ Monthly Income: \$ \_\_\_\_\_

Previous Employer \_\_\_\_\_

Employer's Address \_\_\_\_\_ Telephone Number: ( ) \_\_\_\_\_

Dates of Employment \_\_\_\_\_ Monthly Income: \$ \_\_\_\_\_

Previous Employer \_\_\_\_\_

Employer's Address \_\_\_\_\_ Telephone Number: ( ) \_\_\_\_\_

Dates of Employment \_\_\_\_\_ Monthly Income: \$ \_\_\_\_\_

- Income Information NOTE: The REQUIRED income ratio is 3 times the amount of the rent. All income declared will be verified.

1. Your gross monthly employment income (before deductions). \$ \_\_\_\_\_

2. Average monthly amounts of other income. Source: \_\_\_\_\_ \$ \_\_\_\_\_

3. Total monthly household income (sum of two items above). \$ \_\_\_\_\_

• **Credit and Financial Information**

	Bank/Institution	Branch		Current Balance
Checking Account:	_____			
Savings Account:	_____			
Other Account(s):	_____			

• **Credit Accounts and Loans**

	Name of Creditor	Amount Owed	Monthly Payment	Account Balance
Major Credit Card	_____			
Major Credit Card	_____			
Loan	_____			
Other	_____			
Other	_____			

• **Personal References and Emergency Contact**

Reference Name \_\_\_\_\_  
 Address \_\_\_\_\_  
 Telephone Number: (    ) \_\_\_\_\_ Relationship \_\_\_\_\_

Reference Name \_\_\_\_\_  
 Address \_\_\_\_\_  
 Telephone Number: (    ) \_\_\_\_\_ Relationship \_\_\_\_\_

Contact in Emergency \_\_\_\_\_  
 Address \_\_\_\_\_  
 Telephone Number: (    ) \_\_\_\_\_ Relationship \_\_\_\_\_

• **Miscellaneous Information**

1. Do you or any other potential occupant smoke?  yes  no If yes, indicate who: \_\_\_\_\_  
 2. Have you ever: Filed bankruptcy?  yes  no Been sued?  yes  no Been evicted?  yes  no  
 Explain any "yes" to #2 above: \_\_\_\_\_  
 3. Do you have any pets?  yes  no If yes, please list and describe: \_\_\_\_\_

I certify that all the information given above is true and correct and understand that my lease or rental agreement may be terminated if I have made any material false or incomplete statements in this application. I authorize verification of the information provided in this application from my credit sources, credit bureaus, current and previous landlords and employers, and personal references. I understand that if I have initiated a "security freeze" on my credit information with any of the credit reporting agencies, I will promptly lift the freeze for a reasonable time so that my credit report may be accessed by the Landlord/Manager; and I understand that if I fail to do so, the Landlord/Manager may consider this an incomplete application. (CC § 1785.11.2). This permission will survive the expiration of my tenancy.

\_\_\_\_\_  
 Signature  
 if electronic signature not supported, print out and send in form

\_\_\_\_\_  
 Date

<b>NOTES (Landlord/Manager):</b>	Verification of Rental History	_____ <input type="checkbox"/>
	Verification of Credit History	_____ <input type="checkbox"/>
	Verification of Income	_____ <input type="checkbox"/>
	Verification of References	_____ <input type="checkbox"/>
	Credit Report Check	_____ <input type="checkbox"/>

\_\_\_\_\_  
 Reviewed by:

\_\_\_\_\_  
 Date

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## CONSENT TO BACKGROUND AND REFERENCE CHECK

I hereby authorize **JLF CONSTRUCTION, INC./COBBLESTONE APARTMENTS** and/or its **Agent or Representative** to obtain information about me from my credit sources and previous landlords and employers, and personal references, to enable **JLF CONSTRUCTION, INC./COBBLESTONE APARTMENTS** to evaluate my rental application. I authorize my credit sources, credit bureaus, current and previous landlords and employers, and personal references to disclose to **JLF CONSTRUCTION, INC./COBBLESTONE APARTMENTS** and/or its **Agent or Representative** information about me that is relevant to **JLF CONSTRUCTION, INC./COBBLESTONE APARTMENTS** decisions regarding my application and tenancy. This permission will survive the expiration of my tenancy.

Name

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Address

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Telephone Number(s)

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Date      Applicant's

Signature

if electronic signature not supported, print out and send in form

Application Fee: \_\_\_\_\_