

GRUBB & ELLIS|CBI

1024 Mapunapuna St. Suite 202, Honolulu, HI 96819
Tel. 808.942.7100 Fax 808.942.0009

Fee \$5.00 per applicant Amt. Pd. _____ Rec'd by: _____ Desired Move In Date _____

For rental unit located at: _____ Property Manager: _____

Name of Applicant: _____ SSN: _____

Name of Spouse: _____ SSN: _____

Res. Tel. _____ Bus. Tel. _____ Other Tel. _____

Applicant's Email Address: _____

Spouse's Email Address: _____

Name of Other Occupants: _____ SSN: _____

_____ SSN: _____

Present Address: _____ City/State/Zip: _____

From: _____ to _____ Rent Amount: _____ Landlord's Name: _____

Reason for moving: _____ Landlord's Tel. No. _____

Previous Address: _____ City/State/Zip: _____

From: _____ to _____ Rent Amount: _____ Landlord's Name: _____

Reason for moving: _____ Landlord's Tel. No. _____

Applicant's Employer: _____ Position: _____

Employer's Address: _____ Supervisor: _____

Date Employed: _____ Salary: _____ Supervisor Tel. No. _____

Previous Employer: _____ Position: _____

Employer's Address: _____ Supervisor: _____

Date Employed: _____ Salary: _____ Supervisor Tel. No. _____

Spouse's Employer: _____ Position: _____

Employer's Address: _____ Supervisor: _____

Date Employed: _____ Salary: _____ Supervisor Tel. No. _____

Previous Employer: _____ Position: _____

Employer's Address: _____ Supervisor: _____

Date Employed: _____ Salary: _____ Supervisor Tel. No. _____

Source of Other Income: _____ Amount: _____

Verifiable by: _____ Tel. No. _____

Bank Account: Savings _____ Checking _____ (check one or both)

Personal Reference: _____ Tel. No. _____

Address: _____ Relationship: _____

Personal Reference: _____ Tel. No. _____

Address: _____ Relationship: _____

In case of emergency, notify: _____ Tel. No. _____

Address: _____ Relationship: _____

Have you, or any other member of your family listed on this application, been involved in any criminal activity that might adversely affect the health, safety, or welfare of other tenants? _____

How did you hear about this rental unit? ___ Newspaper ___ Craigslist ___ Other: please specify _____

I have read the above form and I understand that if I cause a financial loss to my landlord, my name may be placed in the files of the Credit Bureau of the Pacific, Inc. (Equifax System Affiliate) and such information will be furnished to subscribers who have a bonafide and legal need to make an inquiry. I also understand that causing a financial loss may limit my ability to obtain credit or lease other dwelling units. I hereby authorize consumer reporting agencies to provide you with consumer reports relating to me. I hereby give my permission for you and Credit Bureau of the Pacific, Inc. (Equifax System Affiliate) to verify the above information.

Applicant Signature: _____ Date: _____

Spouse Signature: _____ Date: _____

PLEASE READ CAREFULLY

Application Fee: \$5.00 per applicant

We thank you for applying with Grubb & Ellis|CBI, Inc.

In order for your application to be processed in a timely manner, please be sure the information requested is complete. Providing this information will assist us in processing your application.

- **Picture Identification** (Copy of your driver's license, social security card with a picture ID or Military ID.
- **Documentation of Income** (Copy of your most recent pay stubs documenting one month's income. Self-employed applicants must provide a copy of personal income tax returns or any other documentation as necessary to verify income. Military applicants must provide a copy of their LES.)
- **Signature** required of all adult applicants.

APPROVAL IS BASED ON MEETING THE FOLLOWING CRITERIA:

- Income qualification of approximately 3 times the rent amount
- Verification of employment and/or source of income
- Satisfactory credit history
- Satisfactory landlord reference
- All proposed occupants will be required to see the rental

APPROVAL/DENIAL

- Security deposit is required to secure the property with occupancy no later than 7 days from date of acceptance
- Applicant will be denied if check for application fee or security deposit is returned by the bank

Checks should be made payable to: Grubb & Ellis|CBI

PETS AND/OR WATERBEDS ARE NOT ACCEPTED.