



SHORELINE PROPERTY MANAGEMENT

1100 WATER STREET, STE 1A

SANTA CRUZ, CA 95062

Office: 831-426-8013

Fax: 831-426-0836



Management welcomes all applicants and supports the precepts of equal access and “Fair Housing.” Management will not refuse access to any housing, accommodation, or other interest in property or otherwise discriminate against an applicant on the basis of age, sex, race, religion, marital/familial static, physical or mental handicap, color, creed, ethnicity, national origin or sexual orientation.

GENERAL REQUIREMENTS AND INFORMATION

1. Positive Picture ID will be required at the time you submit your application for processing.
2. Each person over the age of 18 years who intends to reside in the subject Dwelling Unit must submit a separate Rental Application.
3. Application’s must be **completely** filled out and **signed**. **MAKE SURE THERE IS AT LEAST 5 YEARS OF RENTAL HISTORY INCLUDED (use back of page if needed)**.
4. Application fees must be paid prior to processing the rental application. **Cash, Cashiers Checks or Money Orders made payable to Shoreline Property Management in the amount of \$30 per applicant will be accepted. Personal checks will not be accepted for application fees.** This covers the cost of processing your applications and obtaining your credit report.
5. Applicant acknowledges and accepts that Shoreline Property Management represents the owner of the property for which the applicant is applying.
6. Management will make a reasonable attempt to contact previous and present landlord(s) submitted by Applicant; however, the ultimate responsibility for supplying this information to Management lies with the Applicant. Management reserves the right to decline tenancy on the basis of our inability to contact the references provided.
7. Credit Check: You must have good credit. Reasons for denial are having collections, liens, an eviction or bankruptcy.
8. Income Verification: If you are employed please have your employer fill out the bottom portion of the verification form. Once it is completed it can be faxed to 426-0836 or dropped off at Shoreline Property Management. Your combined gross income must be equal to at least 2 ½ times the rental amount.
9. The Security Deposit and first month’s rent **MUST** be paid by cashier’s check or money order. No cash or personal checks.
10. We cannot guarantee any unit you have seen to be available by the time your application is processed. Dwelling units are rented to the first approved applicant. A holding deposit will not be accepted until the rental application is approved. Rent is pro-rated if move in date is after the 1st.

