

LEASING POLICY OF MOLLOY REAL ESTATE SERVICES

*We are located at 3020 A Wilshire Boulevard, Santa Monica, CA 90403 * 310-453-1172, between Stanford and Berkeley on the south side of the street*

Thank you for choosing to apply for rental housing with our office, Molloy Real Estate Services. Our office is a member of the local, state, and national Associations of Realtors® and local apartment associations. We make it our practice to work with our owners and other owners and managers, government agencies and law enforcement in the area of crime prevention and maintaining peaceful living conditions for all of our tenants. We would therefore like to be clear on our very thorough tenant screening process. For all applicants who meet our application requirements, they will have the peace of mind and confidence that the other residents were also screened with equal care.

Molloy Real Estate Services is a pro-active equal housing provider. We abide by all Federal Fair Housing Laws and those of the State of California. We do not discriminate on the basis of race, color, religion, sex, handicap/disability, national origin, familial status, ancestry age, marital status, source of income, sexual orientation or other factors that are unrelated to an applicant's ability to comply with the rental agreement.

Please review our qualifying standards and if you believe that you will meet the requirements as stated, please email Alexis at Alexis@mollyres.com to begin the application process!

1. Each applicant that is 18 years or older must complete an application. Applications with incomplete information will be returned to the applicant.
2. Two pieces of I.D. must be shown. One must be a photo I.D. (a driver's license, passport, employee I.D. or other government issued photo identification card) and one other form of identification.
3. Two years of verifiable rental history from an unbiased source. It is your responsibility to provide us with the name, dates and contact number(s) of previous owners/managers for verification purposes. Applicants who are related by blood or marriage to previous landlords or do not have two years of verifiable rental history will be required to have a qualified guarantor. All guarantors must complete an application and meet the qualifying standards as well.
4. A combined gross income of all applicants of at least three (3) times the rent is the minimum required. Please provide proof of ability to pay rent by providing copies of pay stubs, tax records, government assistance or retirement/security statements and employer contact information. For those who are self-employed, we require copies of business license, tax records, and/or bank statements.
5. A satisfactory credit report. When you take the next step, you are authorizing us to run a credit report. We run a credit check, background check, and eviction check.

Your application may be denied for any of the following reasons:

1. Incomplete application or false information
2. Inability to verify rental history or poor references from prior landlords.
3. Inadequate verifiable income to meet income requirements.
4. Poor credit report or court judgments for evictions or financial delinquency (including but not limited to bankruptcies).

The application fee is the cost of your credit/background report. If your credit is satisfactory then you will complete the application information from our leasing coordinator.

We process all completed applications in the order they are received.

We will accept the first qualified applicant.

We look forward to a long and mutually beneficial relationship with you and wish you luck in your successful search for housing!

Molloy Real Estate Services - CA DRE LICENSE # 00921008