



1440 Kapiolani Boulevard, Suite 106 Honolulu, Hawaii 96814  
Phone: (808) 947-9995 Fax: (808) 941-4198 www.thhawaii.com

## RENTAL APPLICATION

\*\*\* PLEASE READ CAREFULLY \*\*\*

Our company takes pride in placing most overall qualified tenants into our rental properties. We provide equal housing opportunity for all who apply: we do not discriminate on basis of race, color, religion, gender, gender expression, national origin, disability, marital status, sexual orientation, or military status.

### SELECTION CRITERIA:

► **FINANCIAL QUALIFICATION.** (Based on verifiable income):

We require 3:1 gross wages to rent ratio- you must earn three times monthly rent.

- ✓ Employment Verification: Copies of recent pay stubs must be provided.
  - ✓ Military Applicants: Copy of your BAQ or LES must be provided.
  - ✓ Self-Employed: Copies of prior two years Federal Tax Return, or earnings statement prepared by a Certified Public Accountant.
  - ✓ Foreign Students: Copies of your passport and your I-20 Form.
- A bank statement and a letter of guarantee from your parents may be additionally required.

► **CREDIT HISTORY.** Please provide a current credit report and credit score.

- **LANDLORD REFERENCES.** We will verify your tenancy and rent payment history with both your current landlord and your previous landlord. In addition, we will contact the building managers of the building you recently resided in for history of house rule violations, if any.
- **PICTURE ID will be required for** all proposed applicant/occupants- eighteen years and older.
- **ALL ADULTS ON LEASE.** All proposed applicant/occupants- eighteen years and older- are required to sign the rental agreement and the application.

Once your application form and all supporting documents are received, our office will process your application.

It normally takes 3 to 4 business days to complete the application process.

All applications will become property of TH Realty, Inc. and we will not provide a copy of your complete application to you. If application is approved and applicant/occupant agrees to rent, TH Realty, Inc. must receive the full security deposit and the first month's rent in the form of CASH, a CASHIER'S CHECK or a MONEY ORDER.

Thank you for submitting your application with TH Realty, Inc.





1440 Kapiolani Boulevard, Suite 106 Honolulu, Hawaii 96814  
 Phone: (808) 947-9995 Fax: (808) 941-4198 www.thhawaii.com

**RENTAL APPLICATION**

|                            |  |
|----------------------------|--|
| <b>Basic Info</b>          | For rental location at: _____ Desired Move-In Date: _____<br>Name of <b>Applicant</b> : _____ Phone : _____ Email: _____<br>Name of <b>Co-Applciant</b> : _____ Phone : _____ Email: _____<br>Name(s) of <b>Additional Occupant(s)</b> : _____<br>Minors (0-17 years old): _____   |
| <b>Landlord Info</b>       | <b>Present Address</b> : _____ From: _____ To: <u>CURRENT</u><br>Landlord's Name: _____ Phone: _____ Rent Amount: \$ _____/month<br>Reason for moving: _____<br><b>Previous Address</b> : _____ From: _____ To: _____<br>Landlord's Name: _____ Phone: _____ Rent Amount: \$ _____/month<br>Reason for moving: _____   |
| <b>Employer References</b> | <b>Applicant's Current Employer</b> : _____ Position Held: _____ Salary: \$ _____/month<br>Employer's Address: _____ Date Employed: _____<br>Supervisor's Name: _____ Phone : _____ Email: _____<br><b>Applicant's Previous Employer</b> : _____ Position Held: _____ Salary: \$ _____/month<br>Employer's Address: _____ Employed From: _____ To: _____<br>Supervisor's Name: _____ Phone : _____ Email: _____<br><b>Co-Applciant's Current Employer</b> : _____ Position Held: _____ Salary: \$ _____/month<br>Employer's Address: _____ Date Employed: _____<br>Supervisor's Name: _____ Phone : _____ Email: _____ |
| <b>Only If We Ask You</b>  | Source of Other Income: _____ Amount: \$ _____<br>Verifiable by: _____ Phone: _____<br>Bank Name: _____ Checking Account #: _____<br>Bank Name: _____ Savings Account #: _____<br>Personal Reference: _____ Phone : _____ Email: _____<br>Address: _____ Relationship: _____<br>Personal Reference: _____ Phone : _____ Email: _____<br>Address: _____ Relationship: _____   |

I hereby give my permission for you to perform a criminal background check. 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 **Credit Bureau/ Collection Agencies** and such information will be furnished to subscribers who have a bona fide 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.

Applicant/Occupant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Applicant/Occupant Signature: \_\_\_\_\_ Date: \_\_\_\_\_