



MARIE HANSEN PROPERTIES, Inc.

615 PIIKOI ST. SUITE 2020 ■ HONOLULU, HI 96814
TEL: 808-591-1110

APPLICATION INSTRUCTIONS

Thank you for applying for one of our rental properties. Attached is our rental application. The following is an explanation of our application process:

- Each applicant and occupants 18 years or older must complete a rental application (married couples may complete one application).
- Fully complete, sign and date the rental application. If any information is missing from the application (i.e., telephone numbers, previous landlord's name, signatures, etc.), it will not be considered complete and will not be processed. Application must be signed and dated.
- Co-signers/guarantors for an applicant must complete their own application and be a Hawaii state resident.
- A credit report will be run for every applicant.
- It is vital that we be able to contact your references. Please provide preferred calling times and numbers, and inform your references that they will be called. We prefer contact info to also include a verifiable landline in addition to cellular number.
- Any additional information you can provide us will be welcomed (i.e., letters of reference, etc.), or if you have any issue affecting your application that you would like to explain or clarify, you may provide a written explanation or discuss it with us privately.
- Once a completed application is submitted, please allow time for processing—usually at least 48 hours. Processing time will vary depending on the number of applications received.
- Applications can be faxed to our office at (808) 591-9780, or they can be delivered to our office at 615 Piikoi St., Suite 2020, Honolulu, HI 96814. Office Hours are Monday thru Friday: 8:30a to 5:00p.

EVALUATION CRITERIA:

Employment: Are you gainfully employed at a permanent/long-term position?

Income: Is your income sufficient to cover all of your expenses and also pay your rent and utilities in a timely manner, on a long-term basis?

Credit History: Does your credit history show that you are financially responsible and that you pay your debts on time? Credit reports must have an EMPIRICA or FICO score of 650 or better.

Prior Landlord References: Prior landlord references are extremely important, therefore provide as many as you have available, complete with addresses, telephone numbers, and other contact information. Use additional pages, if required.

Personal References: Personal references are very important. We prefer to have professional, work, community, and similar references rather than personal friends and relatives. Use additional pages, if required.

Prospective Tenant's FULL Signature

Date

Property Location/Address

Prospective Tenant's FULL Signature

Date

Property Location/Address

Marie Hansen Properties, Inc., and all of its agents strongly support ALL federal, state, and county fair housing and anti-discrimination laws.



RENTAL APPLICATION

MARIE HANSEN PROPERTIES, INC.
615 Piikoi St., Suite 2020 ■ Honolulu, HI 96814

Phone: 591-1110
FAX: 591-9780

NOTICE TO APPLICANT(S): YOU MUST SIGN THIS APPLICATION.				DATE:		
FOR RENTAL LOCATED AT:			HOME PHONE	CELLPHONE	EMAIL ADDRESS	
PROPOSED OCCUPANTS	APPLICANT NAME		DAYPHONE	SOCIAL SECURITY NUMBER	HOW LONG IN HAWAII? YEARS	MOS
	SPOUSE CO-APPLICANT NAME		DAYPHONE	SOCIAL SECURITY NUMBER	HOW LONG IN HAWAII? YEARS	MOS
	OTHER APPLICANT NAME		DAYPHONE	SOCIAL SECURITY NUMBER	HOW LONG IN HAWAII? YEARS	MOS
	OTHER-APPLICANT NAME		DAY PHONE	SOCIAL SECURITY NUMBER	HOW LONG IN HAWAII? YEARS	MOS
HOUSING DATA	PRESENT ADDRESS		FROM	LANDLORD'S NAME	LANDLORD'S PHONE #	RENT PAID \$
	CITY	STATE	ZIP	WHY ARE YOU MOVING?		
	PREVIOUS ADDRESS		FROM:	TO:	RENT PAID \$	
	CITY	STATE	ZIP	LANDLORD'S NAME	LANDLORD'S PHONE NO.	
EMPLOYMENT DATA	EMPLOYER		ADDRESS	HOW LONG AT PRESENT JOB?	SALARY \$ PER MO.	
	POSITION HELD		SUPERVISOR		PHONE NO.	
	PREVIOUS EMPLOYER		DATE EMPLOYED	POSITION HELD	SALARY \$ PER MO.	PHONE NO.
	SPOUSE/CO-APPLICANTS EMPLOYER		SUPERVISOR		PHONE NO.	
	POSITION HELD		SALARY \$ PER MO.	OTHER INCOME \$	SOURCE	
BANK DATA	BANK NAME		BRANCH	SAVINGS ACCOUNT NUMBER	CHECKING ACCOUNT NUMBER	
	BANK NAME		BRANCH	SAVINGS ACCOUNT NUMBER	CHECKING ACCOUNT NUMBER	
CREDIT & LOAN DATA	FIRM NAME		BRANCH	ACCOUNT NUMBER	AMOUNT	MO PAYMENT \$
	FIRM NAME		BRANCH	ACCOUNT NUMBER	AMOUNT	MO PAYMENT \$
	AUTOMOBILE (YEAR)	MAKE	MODEL	LICENSE NUMBER	MO PAYMENT \$	LOAN CO. PHONE NO.
PERSONAL REFERENCES	NAME OF NEAREST LIVING RELATIVE		RELATIONSHIP	ADDRESS		PHONE NO.
	PERSONAL REFERENCE		PHONE NO.	PERSONAL REFERENCE		PHONE NO.
RENTAL INFORMATION	IN CASE OF EMERGENCY PLEASE NOTIFY:		ADDRESS	RELATIONSHIP		PHONE NO.
	RENTAL TERM FROM	TO:	MONTHLY RENT		SECURITY DEPOSIT	

Have you ever:

- Been evicted or requested to vacate? Yes NO Been sued for, or caused, damage to rental property? Yes NO
 Had security deposited not returned? Yes NO Refused to pay rent? Yes NO
 Do you have a history of drug use or offenses? Yes NO Been arrested or convicted? Yes NO

I HAVE READ THE ABOVE FORM AND I UNDERSTAND THAT IF I CAUSE A FINANCIAL LOSS TO MY LANDLORD, THAT MY NAME MAY BE REPORTED TO CREDIT AGENCIES. I HEREBY AUTHORIZE CONSUMER REPORTING AGENCIES TO PROVIDE YOU WITH CONSUMER REPORTS RELATING TO ME. I HEREBY GIVE MY PERMISSION FOR YOU TO VERIFY THE ABOVE INFORMATION AND I UNDERSTAND THAT SHOULD YOU HAVE TO CALL THE MAINLAND OR THE OTHER ISLANDS FOR SUCH VERIFICATION THAT I WILL BE CHARGED THE COST OF THE CALL.

APPLICANT'S SIGNATURE

DATE

APPLICANT'S SIGNATURE

DATE

PROPERTY MANAGER'S SIGNATURE

DATE