

CertRent

LA rental application checklist (CA)

Free template from certrent.com – replace the [bracketed] parts with your details. This is a template, not legal advice.

RENTAL APPLICATION CHECKLIST (LOS ANGELES) – have these ready before you apply

Identity

- ☐ Government photo ID (driver's license, passport, or California ID card)
- ☐ ITIN or SSN if requested (an SSN is not legally required to rent – see Civ. Code §1946.7 / AB 291 protections for undocumented tenants)

Income

- ☐ Recent pay stubs (last 2-4) OR
- ☐ Employment offer/verification letter OR
- ☐ Bank statements / tax return if self-employed
- ☐ Section 8 / Housing Choice Voucher paperwork, if applicable – a landlord cannot apply a higher income standard to your voucher-paid share (Gov. Code §12955, SB 329/SB 267)

Rental history

- ☐ Current and past addresses
- ☐ Landlord names and contact info
- ☐ Proof of on-time rent (bank records or a verified profile)

Financial / screening

- ☐ Bank account statements (last 2-3 months)
- ☐ Your own recent consumer/credit report, if you have one – ask whether the landlord accepts a "reusable tenant screening report" under Civil Code §1950.1; a participating landlord cannot then charge you an access fee or a separate screening fee
- ☐ Note the application screening fee cap: Civil Code §1950.6 limits it to a 1997 base of \$30 per applicant, adjusted annually for CPI (commonly reported in the mid-\$60s for 2025-2026) – and it can never exceed the landlord's actual itemized cost. You are owed an itemized receipt, and any amount above actual cost must be refunded
- ☐ Ask which AB 2493 method the landlord uses: first-come-first-served approval against written criteria, or a full refund to non-selected applicants within 7 days of choosing a tenant (or 30 days of your submission, whichever is first)
- ☐ If you paid a screening fee, you are owed a copy of the credit report the landlord pulled within 7 days (AB 2493, amending Civ. Code §1950.6)

References

- ☐ Past-landlord reference(s)
- ☐ Optional: employer or personal reference

Money to move in

- ☐ First month's rent
- ☐ Security deposit – capped at one month's rent for most landlords (Civil Code §1950.5(c), as amended by AB 12), or up to two months' rent only for a "mom-and-pop" landlord who owns 2 or fewer properties totaling 4 or fewer units
- ☐ Ask whether your building falls under LA's Rent Stabilization Ordinance (RSO) – covered units may owe you annual interest on your deposit, set yearly by LAHD

Tip: A CertRent profile bundles your ID, bank-verified rent + income, and references into one link – reusable-screening-report compatible under Civil Code §1950.1 – so you can hand over all of the above for free and avoid paying a fresh screening fee at every building that participates.

This is a template, not legal advice. Application fee caps and figures change with the Consumer Price Index each year – confirm the current landlord-calculated number and ask for the itemized receipt California law requires.