



RENTAL APPLICATION REQUIREMENTS

Thank you for your interest and application to rent. The following requirements must be met before your application to rent at a property can be considered:

1. A \$30 Application Fee for each adult 18 years old or older. Cash or certified check is acceptable (no personal checks please).
2. Credit Report and Tenant Performance Report on each adult 18 years old or older through the California Association of Realtors Smart Move. A negative report may cause rejection of the application.
3. Valid Identification for each adult 18 years old or older must be produced. The ID must include a photo and current address. Acceptable IDs include a driver's license, military ID, passport, etc.
4. Written Income Verification. Combined Monthly income of at least three (3) times the monthly rental rate of the applied for property. Each applicant must provide minimum of three (3) most recent pay stubs or formal written verification from the employing company of legal/reported income. Self-employed should provide Schedule C or 1099 to show gross income for most recent year.
5. References. Current and/or previous landlords may be contacted. A positive reference is required.
6. Co-Signers. We only accept co-signers for full time students without derogatory credit. Both the applicant and the co-signor **must** have positive credit histories **and meet all other application requirements**. For students, proof of enrollment is required.

RENTAL APPLICATION CHECKLIST

Please compile all these items for submission at the same time.

- \$30 application fee for each adult 18 years old or older.
- Fully** completed and **signed** Application to Rent for each adult 18 years old or older.
- Valid photo ID for each adult 18 years old or older.
- Three (3) paycheck stubs or written verification of income as noted above for each adult applying.

RENTAL APPLICATION PROCESSING FURTHER INFORMATION

- No application will be approved if it does not include all requirements.
- We cannot rent units "sight unseen".
- All applications are processed in the order received, first application with all requirements received equals first considered in the approval process.
- We acknowledge and abide by all Fair Housing laws and regulations.
- If approved, a minimal deposit may be required within two days of notice to hold the apartment.
- Deposit funds are required in certified funds; cashier's check or money order (no personal checks, no cash accepted).
- If an application is for a rental unit is in advance of the existing tenant vacating, please be aware that the date the unit becomes available is subject to change due to existing tenant schedule and the needs of unit turnover without prior notification. Unit availability is subject to prior rental.

THANK YOU FOR YOUR APPLICATION!

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