

REQUIREMENTS FOR RENTAL APPLICATION APPROVAL

POLICIES FOR TENANTS

The following requirements must be met before your application can be accepted:

1. **APPLICANTS** must present a valid CA driver's license, CA ID OR Military ID and Social Security Card with application. This identification is required of all occupants over the age of 18 who will reside in the unit.
2. **Gross Verifiable Income:** Minimum, 3x's times monthly rent for apartments and 3.5x's times for houses.
3. **Rental reference from present or previous Landlord/Owner and credit history are MOST important. NO EVICTIONS! We will be contacting your current/previous landlord for a reference. Negative references may cause your application to be denied. It is critical that the information you supply is accurate.**
4. **Employment:** Minimum of at least 6 months on current job.
5. **CREDIT:** If credit is questionable, payment of a higher security deposit **MAY BE REQUIRED.**
NO CO-SIGNERS
6. If unit is occupied, please **DO NOT DISTURB RESIDENT!!!**

STEP ONE:

Drive by the properties in which you are interested. Decide which unit(s) you would like to view the inside.

STEP TWO:

Fill out the Tenant Application Form and give it to one of our staff for review. If your application appears to meet the requirements, we will then set up an appointment for you to view the property or if time permits we will try to take you out at the time you submit this form.

STEP THREE: \$25.00 Application Fee: NON-REFUNDABLE for each applicant.

Bring in a money order or cash for the processing of the application , NO PERSONAL CHECKS!

A separate application must be filled out for each person (18 years or older). Applicants must be 18 to apply. Bring in your Driver's license/photo I.D., Social Security card, current paycheck stub, and completed application. ***Missing documents will delay processing!***

STEP FOUR: If approved the deposit and first months rent must be paid by money order or cashiers check, **NO CASH OR PERSONAL CHECKS WILL BE ACCEPTED!!**

****Until the deposit has been received the property will remain on the market for rent.**