

## **Qualifications For Residency**

### **Application to Rent**

- Each person 18 years of age or over must complete and sign a separate application to occupy the apartment.
- The fee for the application processing is \$40.00 for each applicant.
- All application must be returned to the office with a separate \$99.00 holding deposit.
- All information on the application must be legible, factual and verifiable.
- ID applicant provides any FALSE information, the application will be considered void and the applicants will be denied an apartment.
- Management requires an original, valid Driver's License or government issued Photo Identification Card AND Social Security Number to accompany each application upon submission. In the event an applicant(s) does not have Social Security Number, then they should have document from immigration and Naturalization Services showing proof of permanent residency or authorization to work. Applicants cannot be processed until our office has a file copy of these items.

WE DO NOT ACCEPT CASH ..ALL MOVE-IN FEES MUST BE PAID BY MONEY ORDER OR CASHIER'S CHECK ..PROCESSING FEE'S AND HOLDING DEPOSIT MAY BE PAID BY PERSONAL CHECK.

### **Qualifying Criteria**

#### **Income**

- Verifiable gross monthly household must be no less than three times the total rent. Acceptable documents for income verification include recent pay stubs (2), Social Security checks, pension, trust fund or support checks, and tax returns.

#### **Rental History**

- Current telephone numbers and addresses must be provided for the purpose of contacting current and/or former landlords.
- Mortgage payment history is acceptable as rental history.
- Any unlawful detained action (eviction) or foreclosure filled against applicant(s) will be cause of denial.

#### **Credit History**

- Applicants to be in good standing will all existing creditors.
- Bankruptcies filed within the last two (2) years and/or unpaid judgments/liens will be grounds for denial of application.
- Any questions about the information received from credit reporting agencies are to be directed to the credit-reporting agency for further discussion.

**Guarantors**

- Guarantors may be accepted only for the purpose of meeting the income criteria.
- Guarantors must reside in the State of California.
- Guarantors will be required to pass the same qualifying criteria and submit a \$40 processing fee.
- Guarantors must sign “Guarantor of Lease Agreement” as provided by the Management.

**Occupancy Standards**

The following describes limits on the number of occupants per apartment:

One Bedroom	No more than three (3) people
Two Bedroom	No more than five (5) people

**Additional information**

All applicant(s) must submit a completed application, processing fee(s), and a minimum of \$99 holding deposit to reserve the apartment of choice. This amount holds the apartment from the active rental market while the application is processed. Please carefully read the following:

I understand that the holding deposit will be refundable only if I cancel this application within two (2) days of submitting the rental application. In the event I am approved for the occupancy of said apartment, the holding deposit will be credited towards the security deposit. If my application is denied, I understand that the holding deposit will be returned to me. Application processing fees are not refundable.

I have read and understand the criteria by which my application will be reviewed and I authorize the management to obtain my credit history, and also to request any other reports relative to employment, resident history and public records.

_____	_____	_____
Applicant Name (Print)	Signature	Date

_____	_____	_____
Applicant Name (Print)	Signature	Date

_____	_____	_____
Applicant Name (Print)	Signature	Date



# APPLICATION FOR RENTAL

## The Springs of Dublin

Notice: All adult applicants (18 years or older) must complete a separate application for rental.

APARTMENT	RENT	START DATE	AGENT
<b>APPLICANT INFORMATION</b>			
LAST NAME	FIRST NAME	M.I.	SSN
DRIVER'S LICENSE #			
BIRTH DATE	HOME PHONE ( )	WORK PHONE ( )	EMAIL
<b>CURRENT ADDRESS</b>			
STREET ADDRESS		CITY	STATE
ZIP			
DATE IN	DATE OUT	LANDLORD NAME	LANDLORD PHONE ( )
MONTHLY RENT \$	REASON FOR LEAVING		
<b>PREVIOUS ADDRESS</b>			
STREET ADDRESS		CITY	STATE
ZIP			
DATE IN	DATE OUT	LANDLORD NAME	LANDLORD PHONE ( )
MONTHLY RENT \$	REASON FOR LEAVING		
<b>OTHER OCCUPANTS</b>			
LIST NAMES AND BIRTH DATES OF ALL ADDITIONAL OCCUPANTS 18 YEARS OR OLDER			
LIST NAMES AND BIRTH DATES OF ALL DEPENDANTS 18 YEARS OR YOUNGER			
<b>PETS</b>			
PETS?	DESCRIBE		
<b>EMPLOYMENT &amp; INCOME INFORMATION</b>			
1. OCCUPATION		EMPLOYER/COMPANY	MONTHLY SALARY \$
SUPERVISOR NAME		SUPERVISOR PHONE ( )	START DATE
			END DATE
2. OCCUPATION		EMPLOYER/COMPANY	MONTHLY SALARY \$
SUPERVISOR NAME		SUPERVISOR PHONE ( )	START DATE
			END DATE
1. OTHER INCOME DESCRIPTION			MONTHLY INCOME \$
2. OTHER INCOME DESCRIPTION			MONTHLY INCOME \$
<b>EMERGENCY CONTACT</b>			
1. NAME	ADDRESS	PHONE ( )	RELATIONSHIP
2. NAME	ADDRESS	PHONE ( )	RELATIONSHIP
<b>PERSONAL REFERENCES</b>			
1. NAME	ADDRESS	PHONE ( )	RELATIONSHIP
2. NAME	ADDRESS	PHONE ( )	RELATIONSHIP

<b>BACKGROUND INFORMATION</b>		
<b>HAVE YOU EVER:</b>	Filed for bankruptcy?	Willfully or intentionally refused to pay rent when due?
	Been evicted from a tenancy or left owing money? If yes, please provide Property Name, City, State, and Landlord Name. <input type="checkbox"/> Yes <input type="checkbox"/> No	
Do you smoke? <input type="checkbox"/> Yes <input type="checkbox"/> No	Been convicted of a crime? If yes, please provide Type of Offense, County, and State. <input type="checkbox"/> Yes <input type="checkbox"/> No	
<b>VEHICLE INFORMATION</b>		
<b>1. MAKE &amp; MODEL</b>	<b>YEAR</b>	<b>LICENSE NO. &amp; STATE</b>
<b>2. MAKE &amp; MODEL</b>	<b>YEAR</b>	<b>LICENSE NO. &amp; STATE</b>
<b>OTHER VEHICLES</b>		
<b>OTHER INFORMATION</b>		
<b>HOW DID YOU HEAR ABOUT THIS PROPERTY?</b>		
<b>PLEASE INCLUDE ANY OTHER INFORMATION YOU BELIEVE WOULD HELP TO EVALUATE THIS APPLICATION</b>		
<p>I hereby apply to lease the above described premises for the term and upon the conditions above set forth and agree that the rental is to be payable the 1st day of each month in advance. I warrant that all statements above set forth are true.</p> <p>I hereby give my permission to communicate with my current and former landlord or property manager for the purpose of discussing any and all of the facts and circumstances of my current or former tenancy, as well as the other information listed above. I also give my permission to communicate with my current employer(s) and/or supervisor(s) for the purpose of verifying the employment information listed above. I understand there are no limitations or restrictions regarding what may be discussed or revealed. I am aware that a credit history, eviction search and criminal background check will be done in conjunction with my application. I understand that I may have the right to make a written request within a reasonable period of time to receive additional, detailed information about the nature and scope of this investigation.</p>		
_____	_____	
<i>(Signed/Applicant)</i>	<i>Date</i>	



# Consumer Report Disclosure and Authorization

In connection with my application for housing, I understand that The Springs Dublin may obtain one or more consumer reports, which may contain public information, for the purposes of evaluating my application. These consumer reports will be obtained from one or more of the following consumer reporting agencies:

- **Equifax**, E.C.I.F., P.O. Box 740241, Atlanta, GA, 30374-0241, (800) 685-1111
- **Trans Union**, Regional Disclosure Center, 1561 Orangethorpe Ave., Fullerton, CA, 92631, (714) 738-3800
- **Experian (TRW)**, Consumer Assistance, P.O. Box 949, Allen, TX, 75002, (888) 397-3742
- **On-Site Manager, Inc.**, P.O. Box 1514, Los Altos, CA, 94023-1514, (877) 222-0384
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Under California law, these consumer reports are defined as investigative consumer reports. These reports may contain information on my character, general reputation, personal characteristics and mode of living. In connection with my application for housing, I authorize The Springs Dublin to obtain a consumer report from the consumer reporting agencies listed above.

Signature: \_\_\_\_\_

Name Printed: \_\_\_\_\_

Date: \_\_\_\_\_

If you would like to receive a copy of any investigative consumer report at no cost to you, please initial here: \_\_\_\_\_

If you would like to receive a copy of any credit report at no cost to you, please initial here: \_\_\_\_\_

**PLEASE NOTE:**

Under Section 1786.22 of the California Civil Code, if you wish to dispute the accuracy or completeness of any item in the consumer report, you may contact the consumer reporting agency named above and request an investigation. You also may view the file maintained on you by the above credit reporting agency during normal business hours. You can receive a copy of your file by providing proper identification and paying any related-copy costs. You may also receive a summary of the file by telephone. The agency is required to have employees available to explain your file to you, and they must explain any coded information in your file. You can bring someone with you to view the file, so long as they have identification.