

**CALIFORNIA PROPERTY SERVICES - APPLICATION TO RENT**

**Rental Location** (you may list more than one property) \_\_\_\_\_

**Full Name of Applicant** \_\_\_\_\_

**Cell phone** \_\_\_\_\_

**Soc. Sec. #** \_\_\_\_\_

**Email** \_\_\_\_\_

**Date of birth** \_\_\_\_\_ **Drivers Lic. #** \_\_\_\_\_

**Present Address** \_\_\_\_\_

**City/State/Zip** \_\_\_\_\_

**Name of current Landlord/Manager** \_\_\_\_\_

**Phone** \_\_\_\_\_

**How long at present address** \_\_\_\_\_ **Rent pd** \_\_\_\_\_

**Reason for leaving** \_\_\_\_\_

**Previous address** \_\_\_\_\_

**City/State/Zip** \_\_\_\_\_

**Previous Landlord/Manager** \_\_\_\_\_

**Phone** \_\_\_\_\_

**How long at this address** \_\_\_\_\_ **Rent pd** \_\_\_\_\_

**Reason for leaving** \_\_\_\_\_

**Present employer (if self employed, state business):**

**Employer address** \_\_\_\_\_

**City/State/Zip** \_\_\_\_\_

**Phone** \_\_\_\_\_

**Position or title** \_\_\_\_\_

**How long with this employer?** \_\_\_\_\_

**Net income (after taxes) \$** \_\_\_\_\_ **per** \_\_\_\_\_

**Other income** \_\_\_\_\_ **per** \_\_\_\_\_

**Source** \_\_\_\_\_

**If present employment is less than one year, list previous employment information** \_\_\_\_\_

**PROOF OF INCOME: PLEASE PROVIDE 2 CURRENT PAYSTUBS AND 3 CURRENT BANK STATEMENTS**

**Auto make** \_\_\_\_\_ **Model** \_\_\_\_\_ **Color** \_\_\_\_\_

**Year** \_\_\_\_\_ **License #** \_\_\_\_\_ **State** \_\_\_\_\_

\_\_\_\_\_

**Full Name of Co-applicant** \_\_\_\_\_

**Cell phone** \_\_\_\_\_

**Soc. Sec. #** \_\_\_\_\_

**Email** \_\_\_\_\_

**Date of birth** \_\_\_\_\_ **Drivers Lic. #** \_\_\_\_\_

**Present Address** \_\_\_\_\_

**City/State/Zip** \_\_\_\_\_

**Name of current Landlord/Manager** \_\_\_\_\_

**Phone** \_\_\_\_\_

**How long at present address** \_\_\_\_\_ **Rent pd** \_\_\_\_\_

**Reason for leaving** \_\_\_\_\_

**Previous address** \_\_\_\_\_

**City/State/Zip** \_\_\_\_\_

**Previous Landlord/Manager** \_\_\_\_\_

**Phone** \_\_\_\_\_

**How long at this address** \_\_\_\_\_ **Rent pd** \_\_\_\_\_

**Reason for leaving** \_\_\_\_\_

**Present employer (if self employed, state business):**

**Employer address** \_\_\_\_\_

**City/State/Zip** \_\_\_\_\_

**Phone** \_\_\_\_\_

**How long with this employer?** \_\_\_\_\_

**Position or title** \_\_\_\_\_

**Net income (after taxes) \$** \_\_\_\_\_ **per** \_\_\_\_\_

**Other income** \_\_\_\_\_ **per** \_\_\_\_\_

**Source** \_\_\_\_\_

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**PROOF OF INCOME: PLEASE PROVIDE 2 CURRENT PAYSTUBS AND 3 CURRENT BANK STATEMENTS**

**Auto make** \_\_\_\_\_ **Model** \_\_\_\_\_ **Color** \_\_\_\_\_

**Year** \_\_\_\_\_ **License #** \_\_\_\_\_ **State** \_\_\_\_\_

**Names and ages of ALL other occupants and relationship to applicants**

\_\_\_\_\_

**Pets, ESA animal, Service animal (breed, weight, age)** \_\_\_\_\_

**Have any of the applicants been a party to an unlawful detainer (eviction) or filed bankruptcy? NO / YES - Explain.**

\_\_\_\_\_

**In case of emergency, person to notify (cannot be yourself or co-applicants):** \_\_\_\_\_

**Phone ( )** \_\_\_\_\_ **Address** \_\_\_\_\_

**Applicant(s) represent(s) the above information to be true, correct, and complete and hereby authorize(s) verification of the information provided, including obtaining a credit report(s). Applicant agrees to pay \$30.00 per person, which is a fee for processing the application and is non-refundable even if this application to rent is denied. This fee is not a deposit or rent. It is agreed,**

**Date** \_\_\_\_\_

**Date** \_\_\_\_\_

**Applicant** \_\_\_\_\_

**Co-Applicant** \_\_\_\_\_

## Application and Rental Procedures

Most of our rentals do not allow pets. Please ask for more information if you have a pet.

Vacant units have a specific move-in date. Please make sure this move-in date fits with your schedule prior to filling out an application.

Occupied rental units are subject to the existing tenant vacating on time.

Rental eligibility is based upon income, employment history, rental history and credit history. All of these factors are considered during the application review process.

Applicants will need to supply 2 most recent pay stubs, 3 months of checking and savings account statements, and any additional information needed to verify applicants' ability to pay rent.

A fully completed application and \$30 processing fee is required for all persons 18 years of age and older. The application processing fee is non-refundable and covers the cost of credit checks, staff time, phone/fax costs and inquiries needed to verify application information.

- Application forms are available to anyone interested in a rental property we offer.
- All applications are reviewed on an equal basis. No "first come" policy in place.
- Applications usually require 3-5 business days to process.
- Processing time depends on our ability to verify information on the application.
- **\*\* If we are unable to verify information on the application, it shall be considered incomplete and will be put on hold \*\***

**\*\* Tenant must secure a renter's insurance policy prior to move in \*\***

**\*\* All move in funds MUST be in the form of a cashier's check or money order \*\*  
NO EXCEPTIONS**