

<i>MOUNTAIN VIEW APARTMENTS</i>	<i>MELISSA (909) 913-3619</i>	<i>COLTON, CA</i>
<i>MAGNOLIA WOODS APARTMENTS</i>	<i>DANA (951) 346-6491</i>	<i>RIVERSIDE, CA</i>
<i>BANK STREET APARTMENTS</i>	<i>SHERRI (661) 342-2404</i>	<i>BAKERSFIELD, CA</i>

Application Requirements

All sections of the application must be filled in completely and signed along with all the supporting documents. If application is not complete or if we do not receive all supporting documents in whole your application cannot be processed.

A COMPLETE APPLICATION INCLUDES:

1. COMPLETELY FILLED-OUT AND SIGNED APPLICATION
2. COPY OF DL AND SSN
3. ALL SUPPORTING DOCUMENTS
4. \$35 APPLICATION FEE (per applicant non- refundable) Cash or Zelle 661- 342-2404.

Complete applications will be processed in the order they are received. The application is considered pending until all requirements are met. Applications are accepted until an applicant is approved and a **Holding Deposit** is received.

- The application process takes about 2-3 business days to complete. The time frame may vary depending on our ability to contact and receive applicant references and rental history.

REQUIREMENTS:

1. Bring home pay after taxes taken out must be at least 2 ½ times the amount of rent
2. Fico score at or above 650
3. No prior criminal Activity
4. No Evictions
5. 1 year at current job
6. 1 year rental history

In order to process your rental application, we require the following 6 items to be turned in. (NO ECEPTIONS)

All prospective tenants 18 years or older MUST complete an application and pay the \$35 application fee.

1. **\$35 Application Fee** (NON REFUNDABLE) Cash or Zelle 661-342-2404
2. **Application** (Completely filled in and signed)
3. **Current Driver's** License and Social Security Card
4. **1 month** of your most recent pay stubs.
5. **2 months** of the most current bank statements. (No screen shots, this must be printed out)
6. **Copy of current utility bill** in your name
7. If needed: Proof of other income (Child Support, Social Security, etc.)

Approved Applications:

Please note that if we do not receive the holding deposit after 24 hours, the apartment will go to the next approved applicant.

1. Upon approval of your application, you will have 24 hours to bring in a Holding Deposit (money order or cashier's check).
2. Holding Deposit is \$500. Funds will be applied to move-in charges.
3. Sign a Holding Deposit Agreement. The Holding Deposit Agreement states that you will take possession within 14 days from the date you signed the Agreement.
4. Prior to taking possession, you will be required to sign a Rental Agreement and pay First month's rent, Prorate rent if applicable, plus remaining deposit (cashier's check or money order).

Failure to comply with (A) above can cause you to lose the apartment.

Failure to comply with (B) above will result in a breach of the Holding Deposit Agreement. If you change your mind and do not want to rent the apartment after paying the Holding Deposit, Management retains \$50 per calendar day from the Holding Deposit funds as "lost rental damages".

After 3 calendar days the Holding Deposit is non-refundable.

By submitting the application, you acknowledge you have read and agree to all terms stated above.

Application Checklist

On average, the application time to process an application is approximately 3 days business days. You can help the process by providing the following items listed below. We have provided this information in a checklist format for your convenience.

Check items below as you have completed

- Application Fee** \$35 fee for each person 18 years of age and older. NON-REFUNDABLE. Cash or Zelle 661-342-2404
- Application** If you leave areas uncompleted or contact phone numbers, your application will be denied.
- Copy of your driver's license**
- Copy of your social security card**
- Paycheck Stubs** 1 Month most recent pay check stubs. We DO NOT accept screen shots.
- Bank Statements** 2 Months Bank Statements. Your name must appear on the statements. No Screen shots.
- Copy of current utility bill from your current address.** It can be PG&E, cable, telephone, or cell phone bill in your name.
- Proof of Additional Income if Needed.** (Child Support, Social Security, etc.)

Rental Application

Each applicant 18 years and older is required to submit their own application.

Received by Manager (Date) _____ Time (AM/PM) _____ Credit Check Received \$ _____

Applicant

Full Name: _____

Home Phone: _____ Cell Phone: _____

Email: _____

Social Security Number: _____ Driver's License Number/State: _____

Birthdate: _____

Vehicle(s) Make: _____ Model: _____ Color: _____ Year: _____

Additional Occupants: *List everyone, including children, who will live with you.*

Full Name	Relationship to Applicant
_____	_____
_____	_____
_____	_____
_____	_____

Rental History: 5 year rental History. (1 year rental history, minimum to qualify)

Current Address: _____ Dates lived at Address: _____

Reason for Leaving: _____ Landlord/Manager: _____

Landlord/Managers Phone: _____ Rent:\$ _____ Security Deposit: _____

Previous Address: _____ Dates lived at Address: _____

Reason for Leaving: _____ Landlord/Manager: _____

Landlord/Managers Phone: _____ Rent:\$ _____

Previous Address: _____ Dates lived at Address: _____

Reason for Leaving: _____ Landlord/Manager: _____

Landlord/Managers Phone: _____ Rent:\$ _____

Employment History: 5 year Employment History. (1 year at current job, minimum to qualify)

Current Employer: _____

Address: _____ Phone: _____

Name of Supervisor: _____

Dates Employed at This Job: _____ Position or Title: _____

Previous Employer: _____

Address: _____ Phone: _____

Name of Supervisor: _____

Dates Employed at This Job: _____ Position: _____

Previous Employer: _____

Address: _____ **Phone:** _____

Name of Supervisor: _____

Dates Employed at This Job: _____ **Position:** _____

Income: Net Income (what you bring home): \$ _____

Other amounts of Income (specify): \$ _____

Total: \$ _____

Credit Card Accounts

Type of Card: _____ Issuer: _____ Balance _____ Monthly Payment: _____

Type of Card: _____ Issuer: _____ Balance _____ Monthly Payment: _____

Loans

Loan Type (car, student loan, etc.)	Name of Creditor	Account Number	Amount Owed	Monthly Payment
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Do you smoke? [] yes [] no Have you ever: Filed for bankruptcy? [] yes [] no How many times? _____

Been sued? [] yes [] no How many times? _____ Sued someone else? [] yes [] no How many times _____

Been evicted? [] yes [] no How many times? _____ Been convicted of a crime? [] yes [] no How many times? _____

References and Emergency Contact

Personal Reference: _____ Relationship: _____ Phone: _____

Address: _____

Personal Reference: _____ Relationship: _____ Phone: _____

Address: _____

I certify that all the information given above is true and correct and understand that my lease or rental agreement may be terminated if I have made any material false or incomplete statements in this application. I authorize verification of the information provided in this application from my credit sources, current and previous landlords and employers, and personal references. I give permission for the landlord or its agent to obtain a consumer report about me for the purpose of this application, to ensure that I continue to meet the terms of the tenancy, for the collection and recovery of any financial obligations relating to my tenancy, or for any other permissible purpose.

Applicant _____ Date _____