

APPLICATION PROCESSING, OCCUPANCY POLICY AND SCREENING GUIDELINES

1. RENTAL APPLICATION

1. Each adult applicant (18 years) must complete a rental application
2. The rental application must be completed in full. (If something does not apply, put N/A) Submit Original Rental Application(s).
3. The fee for the credit report is \$30.00 per applicant payable in CASH ONLY and is NON-REFUNDABLE.
4. If applicant does not read and understand English, it is the applicant's responsibility to provide their own translator for the rental application and/or rental agreement.

2. IDENTIFICATION

1. Each applicant must present proof of identification (current drivers license, CA id or U.S. Passport)
2. Upon signing the rental agreement a photo will be taken of each Resident.

3. RENTAL POLICIES

1. There is a 2 persons per bedroom plus 1 is the maximum occupancy limit
2. Verifiable income must be two and one-half (2 ½) times the amount of the rent; may include a Co-Signer (must be a homeowner)
3. Please note: the Co-Signer(s) are ALL INDIVIDUALS that are on the title of the house. They must also complete the rental application process.
4. Applicants must provide verifiable income (i.e. most recent original pay check stubs, Retirement-Pension verification, and Disability Award letter); self-employed applicant must provide copies of bank statement for the last six months.

Applicants signature DATE

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