



# Tinetti Realty Group

Full Service Brokerage and Property Management

2930 G Street, Merced, CA 95340

Office: 209-384-7368 Fax: 209-354-3880

## THE FOLLOWING DOCUMENTS ARE REQUIRED AT THE TIME YOU APPLY.

- **Photo Identification** for all applicants 18 years of age and older
- **Social Security card** for all applicants 18 years of age and older
- **Proof of Income (2 MONTHS OF PAYSTUBS-MOST CURRENT MONTHS)**, AFDC or SSI printouts, recent Notice of Action or if self-employed, your quarterly tax reports or verifiable proof of earned income (NO W-2's)
- If you are on Section 8, you will need to bring in your (**Rent Burden Worksheet with the amount you qualify for**).

### We will check the following:

- 3 Years of Good Residential history
- Income **MUST be 3 Times** the monthly rent
- Criminal Background (Applicants with convictions of violent, drug, sex and financial crimes could be disqualified)
- NO Evictions within the last 5 years, No utility collections or balances owed to other management companies
- Minimum of 600 FICO Score on your Credit Check
- Employment Verification

### **Incomplete applications will not be accepted**

Based on your credit and your income a Co-Signer might be required.

**Application fee: \$40.00 Per App (NON REFUNDABLE)**  
**(Must be paid with a Money Order or Cashier's Check)**

*Residents are required to maintain renters insurance throughout the duration of their tenancy.*

☐ Tenant  
☐ Guarantor

Name of Applicant:

## APPLICATION TO RENT

(All sections must be completed)

Individual applications required from each occupant 18 years of age or older.

PART 1 - PERSONAL INFORMATION & ADDRESS HISTORY					
Last Name		First Name		Middle Name	
SSN or ITIN					
Other names used in the last 10 yrs.		Work phone number ( )		Home phone number ( )	
Date of birth		E-mail address		Mobile/Cell phone number ( )	
Photo ID/Type	Number	Issuing Gov.	Exp. date	Other ID	
Present address		City		State	Zip
Date in	Date out	Landlord Name		Landlord phone number	
Reason for moving out				Current rent \$ /Month	
Previous address		City		State	Zip
Date in	Date out	Landlord Name		Landlord phone number	
Reason for moving out				Rent at move-out \$ /Month	
Next previous address		City		State	Zip
Date in	Date out	Landlord Name		Landlord phone number	
Reason for moving out				Rent at move-out \$ /Month	
Proposed Occupants: List all in addition to yourself	Name		Name		
	Name		Name		
	Name		Name		



☐ Tenant  
☐ Guarantor

Name of Applicant:

## PART 2 – INCOME

### Income from Employment *(If no income is received from employment, write N/A)*

Current Employer Name	Job Title or Position	Dates of Employment
Employer address	Employer/Human Resources phone number ( )	
City, State, Zip	Name of supervisor/human resources manager	
Current gross employment income amount: \$	(check one) Per <input type="checkbox"/> Week <input type="checkbox"/> Month <input type="checkbox"/> Year	
Prior Employer Name	Job Title or Position	Dates of Employment
Employer address	Employer/Human Resources phone number ( )	
City, State, Zip	Name of supervisor/human resources manager	

### Income from Other Sources

Other income source \_\_\_\_\_ Amount \$ \_\_\_\_\_ Frequency \_\_\_\_\_  
 Other income source \_\_\_\_\_ Amount \$ \_\_\_\_\_ Frequency \_\_\_\_\_

## PART 3 – ASSETS & LIABILITIES

Name of your bank	Branch or address	Account Number	Type of Acct

### Please list ALL of your financial obligations below.

Name of Creditor	Address	Phone Number	Monthly Pmt. Amount
		( )	
		( )	
		( )	
		( )	
		( )	



☐ Tenant  
☐ Guarantor

Name of Applicant:

**PART 4 – EMERGENCY CONTACT(S)**

In case of emergency, notify:	Address: Street, City, State, Zip	Relation	Phone
1.			
2.			

**PART 5 – REFERENCES**

Personal References:	Address: Street, City, State, Zip	Length of Acquaintance	Occupation	Phone
1.				
2.				

**Vehicles**

Automobile #1	Make:	Model:
	Year:	License #:
Automobile #2	Make:	Model:
	Year:	License #:
Other motor vehicles (list all):		

**Other Information**

Have you ever filed for bankruptcy? ☐ No ☐ Yes  
If yes, explain:

Have you ever been evicted or asked to move? ☐ No ☐ Yes  
If yes, explain:

Do you have pets? ☐ No ☐ Yes  
If yes, describe:

Do you have a waterbed? ☐ No ☐ Yes  
If yes, describe:

How did you hear about this rental?



- ☐ Tenant  
☐ Guarantor

Name of Applicant:

## PART 7 – ICRAA NOTICE

### NOTICE REGARDING CALIFORNIA INVESTIGATIVE CONSUMER REPORTING AGENCIES ACT

- ☐ Landlord does not intend to request an investigative consumer report regarding the Applicant

Unless the box above is checked, Landlord intends to request an investigative consumer report regarding the Applicant's character, general reputation, personal characteristics, and mode of living. Under Section 1786.22 of the California Civil Code, the files maintained on you by the investigative consumer agency shall be made available to you during business hours and on reasonable notice, provided you furnish proper identification, as follows: (1) You may appear at the investigative consumer reporting agency identified below in person, (2) you may make a written request for copies to be sent by certified mail to a specified addressee, or (3) you may make a written request for a summary of the file to be provided over the telephone. The agency may charge a fee, not to exceed the actual duplication costs, if you request a copy of your file. The agency is required to have personnel available to explain your file to you, and the agency must explain to you any coded information appearing in your file. If you appear in person, a person of your choice may accompany you, provided that this person furnishes proper identification. If you are accompanied by a person of your choosing, the agency may require you to furnish a written statement granting permission to the investigative consumer reporting agency to discuss your file in the other person's presence. The agency that will prepare the report(s) identified in this section is listed below:

\_\_\_\_\_  
**Name of Agency**

\_\_\_\_\_  
**Address of Agency**

If you would like a copy of the report(s) that is/are prepared, please check the box below:

- ☐ I would like to receive a copy of the report(s) that is/are prepared

If the box above is checked, Landlord agrees to send the report to Applicant within three (3) business days of the date the report is provided to Landlord. Landlord may contract with another entity to send a copy of the report.



☐ Tenant  
☐ Guarantor

Name of Applicant:

## PART 8 – CONSIDERATION OF CREDIT HISTORY

### Important Information, read carefully:

*Under California law, applicants with a government rent subsidy have the option, at the applicant's discretion, of providing lawful, verifiable alternative evidence of the applicant's reasonable ability to pay the portion of the rent to be paid by the tenant, including, but not limited to, government benefit payments, pay records, and bank statements.*

*If an eligible applicant elects to submit such alternative evidence, Landlord will consider that alternative evidence instead of the applicant's credit history.*

#### Option 1: Consideration of Credit History

##### If you either:

- Do NOT have a government rent subsidy OR
- Do have a government rent subsidy but are not choosing to submit alternative evidence of your ability to pay rent to be considered instead of credit history

##### Read and initial below.

Applicant authorizes the Landlord to obtain reports that may include credit reports, unlawful detainer (eviction) reports, bad check searches, social security number verification, fraud warnings, previous tenant history and employment history. Applicant consents to allow Landlord to disclose tenancy information to previous or subsequent Landlords.

Applicant's Initials: \_\_\_\_\_

#### Option 2: Alternative Evidence of Ability to Pay (This option is ONLY available to government rent subsidy recipients)

##### If you both:

- DO have a government rent subsidy AND
- Are choosing to submit alternative evidence of your ability to pay rent to be considered instead of your credit history

##### Read and initial below.

Applicant authorizes the Landlord to obtain reports other than credit reports, such reports may include unlawful detainer (eviction) reports, social security number verification, fraud warnings, previous tenant history and employment history. Applicant consents to allow Landlord to disclose tenancy information to previous or subsequent Landlords.

Application will not be considered complete until Applicant submits their verifiable alternative evidence of the ability to pay.

Applicant's Initials: \_\_\_\_\_

**By signing below, Applicant represents that all the above statements are true and correct, authorizes verification of the above items, and agrees to furnish additional references upon request.**



☐ Tenant  
☐ Guarantor

Name of Applicant:

**To Be Completed By Landlord – Screening Fee Disclosure and Itemization**

Landlord will require payment of a fee, which is to be used to screen Applicant. The total amount of the fee is as follows:

<b>Total fee for applications subject to credit history review</b> <i>(Applicable for Applicants who selected <b>Option 1</b> in Part 8 of this Application)</i>	<b>Total fee for applications subject to review of alternative evidence of ability to pay</b> <i>(Applicable for Applicants who selected <b>Option 2</b> in Part 8 of this Application)</i>
\$	\$

The amount charged is itemized as follows:

1. Actual cost of credit report, unlawful detainer (eviction) search, and/or other screening reports, as applicable:

<b>Actual cost for screening reports inclusive of credit history</b> <i>(Applicable for Applicants who selected <b>Option 1</b> in Part 8 of this Application)</i>	<b>Actual cost for screening reports NOT including credit history</b> <i>(Applicable for Applicants who selected <b>Option 2</b> in Part 8 of this Application)</i>
\$	\$

2. Cost to obtain, process and verify screening information (may include staff time and other soft costs)

\$

The undersigned Applicant is applying to rent the premises designated as:

Apt. No. Located at

The rent for which is \$ per . Upon approval of this application, and execution of a rental/lease agreement, the applicant shall pay all sums due, including

required security deposit of \$, before occupancy.

**Option to receive receipt by email.** ☐ *(Landlord check only if applicable)* If box is checked, you can choose to receive a receipt by email. If you would like to have your receipt emailed

to you, please provide your email address here:   
*(Applicant fill in email address, if electing email receipt)*

If the box is not checked, or if you do not provide a valid email address, your receipt will be mailed to the present address listed in Part 1 of this Application, or provided personally.

Date

Applicant (signature required)



☐ Tenant  
☐ Guarantor

Name of Applicant:

**RECEIPT FOR TENANT SCREENING AND/OR CREDIT CHECKING FEES**

On \_\_\_\_\_, Landlord received \$ \_\_\_\_\_ from the  
(Date)  
undersigned, hereinafter called "Applicant," who offers to rent from Landlord the premises located at:

\_\_\_\_\_  
(Street Address)

Unit # (if applicable) \_\_\_\_\_

\_\_\_\_\_, CA \_\_\_\_\_  
(City) (Zip)

Payment is to be used to screen "Applicant". The amount charged is itemized as follows:

1. Actual cost of credit report, unlawful detainer (eviction) search, and/or other screening

Reports \$ \_\_\_\_\_

2. Cost to obtain, process and verify screening information (may include staff time and  
other soft costs)

\$ \_\_\_\_\_

3. Total fee charged (cannot exceed the amount fixed by law)

\$ \_\_\_\_\_

**For Landlord Use Only**

Screening fees paid by: ☐ Cash ☐ Personal Check ☐ Cashier's Check ☐ Money Order

☐ Credit Card # (Last 4 digits only) \_\_\_\_\_ MC/VISA/AMEX Expiration Date: \_\_\_\_\_

\_\_\_\_\_  
Landlord ☐ by \_\_\_\_\_  
Individual Signing for Landlord

\_\_\_\_\_  
Agent for Landlord. Date: \_\_\_\_\_  
Management Co. (If Applicable)





☐ Tenant  
☐ Guarantor

Name of Applicant:

## CALIFORNIA APARTMENT ASSOCIATION CODE FOR EQUAL HOUSING OPPORTUNITY

The California Apartment Association supports the spirit and intent of all local, state and federal fair housing laws for all residents without regard to color, race, religion, sex, marital status, mental or physical disability, age, familial status, sexual orientation, or national origin.

The California Apartment Association reaffirms its belief that equal opportunity can best be accomplished through effective leadership, education, and the mutual cooperation of owners, managers, and the public.

Therefore, as members of the California Apartment Association, we agree to abide by the following provisions of this Code for Equal Housing Opportunity:

- We agree that in the rental, lease, sale, purchase, or exchange of real property, owners and their employees have the responsibility to offer housing accommodations to all persons on an equal basis.
- We agree to set and implement fair and reasonable rental housing rules and guidelines and will provide equal and consistent services throughout our residents' tenancy.
- We agree that we have no right or responsibility to volunteer information regarding the racial, creed, or ethnic composition of any neighborhood, and we do not engage in any behavior or action that would result in "steering."
- We agree not to print, display, or circulate any statement or advertisement that indicates any preference, limitations, or discrimination in the rental or sale of housing.

