

4-SEASONS REALTY RENTAL APPLICATION



117 SOUTH MILL STREET, SUITE F
TEHACHAPI, CA 93561

PHONE: (661) 822-RENT FAX: (661) 822-7383

WWW.4SEASONSRENTALS.COM

**WE WILL NOT PROCESS ANY APPLICATION WITHOUT BEING FULLY FILLED OUT
AND ALL BELOW INFORMATION ATTACHED**

PLEASE READ THE FOLLOWING INFORMATION BEFORE COMPLETING.

- An application is required for each adult to be living at the rental property; applicant must be at least 18 years old. We check rental history, income and run a full credit report for each applicant. A processing fee of \$30 is due upon the time you turn in the application. This fee is **nonrefundable**.
- Turning in a rental application DOES NOT guarantee approval. Please be sure to completely fill out all areas on the application. Failure to do so will cause a delay in processing. 4 Seasons Realty will not process an incomplete application.
- Applicant must have a valid social security number. Also a form of photo identification will be required: example being a drivers' license, DMV identification card, or passport. **3 TO 5 YEAR RENTAL HISTORY REQUIRED.**
- **An application will not be accepted and/or approved if any applicant is currently being evicted or have previously been evicted.**
- Indisputable proof of income must be turned in with the application (i.e.: copy of current pay stubs, social security check, W-2, 1099, tax return, bank statements, SSI, SDI) Please bring in current copies of check stubs, checks, or letter of current eligibility.
Gross income must equal THREE TIMES the monthly rate of rent to be approved.
- **Most owners do not accept co-signors.**
- Once your application has been approved, we will need the security deposit to hold the property. We do not consider a property rented until this deposit has been received. All deposits are non-refundable if you should change your mind for any reason.
- **THE SECURITY DEPOSIT AND FIRST MONTHS RENT MUST BE PAID IN THE FORM OF CASHIER'S CHECK OR MONEY ORDER.** Due to liability, we do not accept cash or personal check for these first payments. After the first month's rent and deposits, you may use a personal check to pay your rent.

We look forward to working with you; thank you for choosing 4 Seasons Realty.



- 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		DOB		Name		DOB		
	Name				Name				
	Name				Name				



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- 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
		()	
		()	
		()	
		()	
		()	



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- 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: Year:	Model: License #:
Automobile #2	Make: Year:	Model: 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?



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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:

SAFE Rent, Corelogic Rental Property Solutions LLC
Name of Agency

PO BOX 736687, DALLAS, TX 75373-6687
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	Option 2: Alternative Evidence of Ability to Pay (This option is <u>ONLY</u> available to government rent subsidy recipients)
<p>If you either:</p> <ul style="list-style-type: none"> • Do NOT have a government rent subsidy OR • Do have a government rent subsidy but are <u>not</u> choosing to submit alternative evidence of your ability to pay rent to be considered instead of credit history <p>Read and initial below.</p> <p>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.</p> <p>Applicant's Initials: _____</p>	<p>If you both:</p> <ul style="list-style-type: none"> • 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 <p>Read and initial below.</p> <p>Applicant authorizes the Landlord to obtain reports <u>other than credit reports</u>, 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.</p> <p><u>Application will not be considered complete until Applicant submits their verifiable alternative evidence of the ability to pay.</u></p> <p>Applicant's Initials: _____</p>

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.



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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:

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

Actual cost for screening reports inclusive of credit history <i>(Applicable for Applicants who selected Option 1 in Part 8 of this Application)</i>	Actual cost for screening reports NOT including credit history <i>(Applicable for Applicants who selected Option 2 in Part 8 of this Application)</i>
\$ <u>7.49</u>	\$ <u>22.51</u>

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

\$ 30.00

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)



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- 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) Tehachapi (Zip) 93561

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 \$ 7⁴⁹~~xx~~
2. Cost to obtain, process and verify screening information (may include staff time and other soft costs) \$ 22⁵¹~~xx~~
3. Total fee charged (cannot exceed the amount fixed by law) \$ 30⁰⁰

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 *A. A. Khan*
 Individual Signing for Landlord

4 Seasons Realty of Agent for Landlord. Date: _____
 Management Co. (If Applicable)
Tehachapi



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- 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.



RENTAL APPLICANT REFERENCE FORM

- This form is used to obtain information regarding the rental history of applicants for rental housing.
- The Landlord requesting this information must receive authorization from the Applicant before obtaining the information. Such authorization is granted if Applicant's signature is provided in Section 1. Copies of this form and of the Applicant's signature are acceptable. The Applicant may be contacted to verify the authenticity of this request. **Please mail, fax, or email this form to the person listed in section 2 as soon as possible (within 24-48 hours)**

TO BE COMPLETED BY APPLICANT

1. Authorization by rental Applicant for the release of information

I hereby authorize the release of the information requested on this Rental Applicant Reference Form. I hereby acknowledge that the Landlord can make copies of this executed page in order to obtain the information requested.

Name _____ Phone number (_____) _____
Signature _____ Date _____

TO BE COMPLETED BY LANDLORD

2. Person requesting the rental reference

Name of Landlord _____
Address _____ Unit # _____
City _____ State _____ Zip _____
Phone number (_____) _____ Email _____
Fax number (_____) _____

3. Applicant's rental information

Name of rental community (if any) _____
Address of rental unit _____ Unit # _____
City _____ State _____ Zip _____
Name of Landlord _____
Phone number (_____) _____ Fax number (_____) _____
Move-in date: Month _____ Year _____ Move-out date: Month _____ Year _____ or current resident



EMPLOYMENT VERIFICATION FORM

- This form is used to obtain information regarding the employment history of Applicants for rental housing. The information provided by the current or former Employer may be used solely for the purpose of evaluating the application for rental housing.
- The Landlord requesting this information must receive authorization from the Applicant before obtaining the information. Such authorization is granted if Applicant's signature is provided in Section 1. Copies of this form and of the Applicant's signature are acceptable. The Applicant may be contacted to verify the authenticity of this request. **Please mail or fax this form to the person listed in section 2 as soon as possible (within 24-48 hours)**

TO BE COMPLETED BY APPLICANT

1. Authorization by rental Applicant for the release of information

I hereby authorize the release of the information requested on this Employment Verification Form to the Landlord listed below. I hereby acknowledge that the Landlord can make copies of this executed page in order to obtain the information requested.

*Name _____ *Phone number (_____) _____
 *Signature _____ *Date _____

TO BE COMPLETED BY LANDLORD

2. Person requesting the employment reference

Name of Landlord _____
 Address _____ Unit # _____
 City _____ State _____ Zip _____
 Phone number (_____) _____ Fax number (_____) _____

3. Applicant's employment information:

Present **OR** Prior Occupation (check one)

Employer Name _____
 Employer Address _____
 City _____ State _____ Zip _____
 Supervisor's/HR Manager's Name _____ Employer/HR Phone number (_____) _____
 Beginning and Ending Dates of Employment _____
 Current Gross Income (if applicable) \$ _____

TO BE VERIFIED BY CURRENT OR FORMER EMPLOYER

4. Employment information verification

Is the information provided in Section 3 above correct?

Employer Name	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Employer Address	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Supervisor's/HR Manager's Name	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Employer/HR Phone Number	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Beginning and Ending Dates of Employment	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Current Gross Income (if applicable)	<input type="checkbox"/> Yes	<input type="checkbox"/> No

Verification provided by:

Name: _____

 Title: _____
 Phone: (_____) _____

If No, please explain: _____

Verification obtained by:

Phone Mail Fax

