

\$25 / LOCAL

\$35 / OUT OF AREA

Individual application required from each occupant 18 years of age or older

Paid in Cash \$

Paid by Money Order #

NO CHECKS

Last Name		First Name		Middle Initial		Social Security Number	
Other Names Used in the Last 10 Years				Work Phone Number ()		Home Phone Number ()	
Date of Birth		Email				Mobile/Cell Phone Number ()	
Driver's License No.		Expiration		State		Other ID	
1	Present Address			City		State	
	Date In			Date Out		Owner/Mgr Name	
	Reason for Moving					Owner/Mgr Phone No	
2	Present Address			City		State	
	Date In			Date Out		Owner/Mgr Name	
	Reason for Moving					Owner/Mgr Phone No	
3	Present Address			City		State	
	Date In			Date Out		Owner/Mgr Name	
	Reason for Moving					Owner/Mgr Phone No	

Occupants List All In Addition to Yourself		

Pets?	Liquid filled Furniture?
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I am () am not () a member of the Armed Forces (including National Guard and Reserves).

A	Present Occupation or Source of Income		Employer Name	
	How Long with this Employer?		Supervisor's Phone ()	
	Name of Your Supervisor		Employer Address	
B	Present Occupation or Source of Income		Employer Name	
	How Long with this Employer?		Supervisor's Phone ()	
	Name of Your Supervisor		Employer Address	
Current Gross Income \$			AFDC / TANF: \$	
per () Week () Month () Year			Child Support \$	
Name of Your Bank		Branch or Address		Account Number
		Checking _____		
		Savings _____		

HAVE YOU OR ANY PERSON SIGNING WITH YOU EVER BEEN CONVICTED OF A FELONY? Yes () No ()

ARE YOU OR ANY PERSON SIGNING WITH YOU ON PAROLE? Yes () No ()

Parole Officer Name: _____

Phone Number: () _____

Name of Creditor	Address	Phone Number	Mo. Pymt. Amt.
		()	
		()	
		()	
		()	
		()	
		()	

In Case of emergency, notify:	Address	Phone	City	Relationship
1.		()		
2.		()		
Personal References:	Address	Phone	Years Known	Occupation
1.		()		
2.		()		

Automobile: Make _____ Model _____ Year _____ License # _____

Automobile: Make _____ Model _____ Year _____ License # _____

Other motor vehicles: _____

Have you ever filed for bankruptcy? _____ Have you ever been evicted or asked to move? _____

Have you ever been convicted for selling, distributing or manufacturing illegal drugs? _____

Applicant represents that all the above statements are true and correct and hereby authorizes verification of the above items including, but not limited to, the obtaining of a credit report and agrees to furnish additional credit references upon request. Applicant consents to allow owner/manager to disclose tenancy information to previous or subsequent owners/managers.

Owner will require a payment of \$ _____, which is to be used to screen Applicant with regards to credit history and other background information. 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 \$30 per applicant, which may be adjusted annually with the CPI as of 1-1-98)	\$ _____

The undersigned makes application to rent housing accommodations designated as:

Apt. No. _____ Located at _____

the rent for which is \$ _____ per _____, and upon approval of the application agrees to sign a rental or lease agreement and to pay all sums due, including required security deposit of \$ _____ before occupancy.

Date _____ *Applicant (signature required)* _____

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.

ARE YOU A REGISTERED SEX OFFENDER? Yes () No () DATE OF OFFENSE: _____

REQUIREMENTS FOR PROCESSING YOUR RENTAL APPLICATION

1. YOU MUST PROVIDE ALL LANDLORD'S NAMES AND PHONE NUMBERS.
2. YOU MUST PROVIDE US WITH YOUR CURRENT DRIVERS LICENSE OR CALIFORNIA IDENTIFICATION AND SOCIAL SECURITY CARD. (MUST HAVE TO PROCESS APPLICATION.)
3. A CURRENT PAYSTUB, BANK RECORDS, SCHEDULE C, SSI, SSA, TANF, CHILD SUPPORT OR ANY OTHER INCOME DOCUMENTATION MUST BE PROVIDED.
4. YOU MUST HAVE AN INCOME CLOSE TO THREE (3) TIMES THE RENT.
5. WE DO NOT WANT TO WASTE YOUR TIME! IF YOU HAVE BAD CREDIT COLLECTIONS, JUDGEMENTS, WAGE ATTACHEMENTS, BANKRUPTCY, CHILD SUPPORT OBLIGATIONS EXPLAIN IN WRITING.
6. AN EVICTION OR MONEY OWING TO PREVIOUS LANDLORDS IS AN AUTOMATIC DENIAL.
7. DEPOSITS MAY BE INCREASED DUE TO THE FOLLOWING:
 - A. NO LANDLORD REFERENCES OR RENTAL HISTORY THAT'S LESS THAN 3 YEARS.
 - B. LESS THAN ONE (1) YEAR OF EMPLOYMENT
 - C. POOR CREDIT OR NO CREDIT
 - D. FORECLOSURE
8. ALL SECURITY DEPOSITS MUST BE PAID WITHIN 24 HOURS OF APPLICATION APPROVAL. THIS MUST BE PAID IN A CASHIERS CHECK FROM THE BANK. NO PERSONAL CHECKS, NO EXCEPTIONS...
9. IF A PET DEPOSIT IS REQUIRED IT IS \$200.00 PER PET.
10. A FULL MONTHS RENT AND DEPOSIT MUST BE PAID IN FULL PRIOR TO MOVE-IN.
11. ALL PERSONS 18 AND OLDER MUST SIGN THE CONTRACT PRIOR TO MOVE-IN. ABSOLUTELY NO KEYS WILL BE RELEASED WITHOUT ALL PARTY'S SIGNATURES ON THE CONTRACT.
12. NO ONE MAY MOVE IN ON A PRO-RATED RENT (PRORATED RENT IS PAID ON THE FIRST OF THE FOLLOWING MONTH).
13. THERE ARE NO REFUNDS AND WE DO NOT TRACK OUR APPLICATIONS.
14. WE WILL CONTACT YOU IF WE HAVE ANY QUESTIONS DURING PROCESSING AND/OR WHEN WE HAVE COMPLETED THE PROCESSING TO NOTIFY YOU AS TO WHETHER IT HAS BEEN APPROVED OR DENIED. PLEASE DO NOT CALL UNLESS IT'S BEEN MORE THAN 3 BUSINESS DAYS.

MATEL PROPERTY MANAGEMENT
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