



Tenant Screening Policy

Effective July 1, 2024

Federal and State Fair Housing laws prohibit harassment or discrimination in housing because of race, color, ancestry, national origin, religion, disability (mental or physical), sex, gender, sexual orientation, gender identity, gender expression, genetic information, marital status, familial status, military status, and/or source of income.

Applicants receiving a Government Rent Subsidy may elect to provide verifiable alternative evidence of Applicant's reasonable ability to pay rent instead of using a credit report. Applicant must inform eHomes of Bakersfield at the time a rental application is submitted. Failure to notify eHomes of may disqualify Applicant from participation in alternative verification. All documentation must be provided within 48 hours.

The following requirements are what we deem as necessary in order to qualify to rent:

- A signed copy of the Tenant Screening Policy by all applicants.
- A completed and signed Application to Rent for each applicant 18 years of age or over. Applicants who are 18 years or over who do not have the legal capacity to enter into a rental agreement must complete an Application to Rent but will be not be financially responsible for the rental agreement.
- Each application is valid for 90 days from date of screening. eHomes of Bakersfield reserves the right to request updated income information based on the date of the initial screening.
- A \$35 screening fee in money order or cashier's check, no cash or personal checks, for each Application to Rent. In the event that your application is not screened, the screening fee will be refunded in full. The \$35 fee is broken down as follows:
 1. \$20 – Cost for the reports obtained by eHomes of Bakersfield
 2. \$15 – Cost of time spent by eHomes of Bakersfield verifying and analyzing the reports
- Documentation:
 1. Current government issued photo identification
 2. Social Security Card or Individual Taxpayer Identification Number
 3. Proof of income which may include:
 - a. One month's paycheck stub(s)
 - b. Stub must contain applicants name, current address, last 4 of social security number, employers name & address, the dates of the pay period, and the pay rate.
 - c. Social security award letter
 - d. Retirement payment schedules
 - e. Student financial aid award letter
 - f. Public or government assistance award letters
 - g. Documentation for other sources of legal and verifiable income
 - h. Self-employed applicants must bring prior year tax returns and current year profit and loss statement
- A cumulative Income to Rent Ratio must be at least 2.5 times the rent amount
- The highest credit score of all applicants must be at least 600
- Applicants where the highest credit score of all applicants is below 600, an applicant is listed on a sex

offender registry and/or an applicant has a criminal history of felony: drug/marijuana trafficking/manufacturing, crimes against persons, crimes against property, crimes against society, sexual offenses, violent offenses, and/or weapon offenses are generally denied but can be approved by a supervising Broker.

- Applicants in the following situations will be denied: a cumulative income to rent ratio of less than 2.5 times, open bankruptcies, collection placed by another property management company, unlawful detainer (eviction) judgement against the applicant, and/or applicant listed in the Office of Foreign Asset Control records.
- Security Deposit Calculation

1. As of July 1, 2024, California law limits the security deposit to one month's rent for unfurnished units.

Notice: This disclosure is required under Section 290.46 of the California Penal Code to provide information to be made available to residents of registered sex offenders. The state of California maintains a publicly available website at www.meganslaw.ca.gov that includes a database of registered sex offenders. By signing this application you are acknowledging that you understand that you can search any neighborhood for known sex offenders. If this is a concern of yours, you should do this prior to applying.

Notwithstanding the foregoing policy, as part of an overall effort to assist the community in combating homelessness, properties may be set aside to benefit the Housing Authority of the County of Kern in conjunction with the Landlord Partnership Program.

Applicant understands and agrees that: (i) this is an application to rent only and does not guarantee that applicant will be offered the property; (ii) Agent may receive more than one application for the property and will process them in order of completed application(s) received, and (iii) Applicant will provide a copy of applicant's current government issued photo ID upon request.

Applicant represents the above information to be true and complete, and hereby authorizes Landlord or Agent to: (i) verify the information provided; and (ii) obtain a credit report on applicant; and obtain an "Investigative Consumer Report" ("ICR") on and about applicant. An ICR may include, but not be limited to, criminal background checks, reports on unlawful detainers, bad checks, fraud warnings, and employment and/or tenant history. Applicant further authorizes Landlord or Agent to disclose information to prior or subsequent owners and/or agents with whom applicant has had, or intends to have, a rental relationship.

If applicant is approved, applicant must pay a holding deposit equivalent to one month's rent in certified funds within 2 business days and be ready to sign a 12 month residential lease agreement and take possession of the unit within 15 calendar days unless an alternate lease period or possession time is approved by eHomes of Bakersfield. The holding deposit will be credited to the security deposit once a residential lease agreement has been signed.

If applicant chooses not to enter into the residential lease agreement after paying the holding deposit, eHomes of Bakersfield will deduct from the holding deposit "lost rental damages" to cover the lost opportunity to rent the unit. eHomes of Bakersfield and applicant agree that "lost rental damages" will be 1/30th of the monthly rent for each day the unit was taken off the market, beginning the date the holding deposit is received and ending the date a new holding deposit is received or the amount owed exceeds the amount of the holding deposit.

Applicant Signature

Date



Application to Rent

All section must be completed fill in with N/A if it does not apply

Check One: ___ Tenant ___ Tenant w/ Co-Tenant ___ Guarantor/Co-Signer

Property Applying For: _____ Application Fee Received: \$ _____

Last Name		First Name		Middle Name	
Social Security Number or ITIN		Date of Birth		Government Issued Photo ID Number	
Expiration Date		Home Phone		Mobile Phone	
Work Phone		Email Address			
Previous 2 Years Residential History Required					
1. Present Address		City		State Zip	
Move In Date	Move Out Date	Owner/Agent Name		Owner/Agent Number	
Reason for Moving				Current Rent per Month \$	
2. Previous Address		City		State Zip	
Move In Date	Move Out Date	Owner/Agent Name		Owner/Agent Number	
Reason for Moving				Rent per Month \$	
3. Next Previous Address		City		State Zip	
Move In Date	Move Out Date	Owner/Agent Name		Owner/Agent Number	
Reason for Moving				Rent per Month \$	
List all other occupants not including yourself. <u>All Occupants over the age of 18 must submit individual applications.</u>	DOB	Name	Relationship	DOB	Name Relationship
	DOB	Name	Relationship	DOB	Name Relationship
	DOB	Name	Relationship	DOB	Name Relationship
Pets There is an additional security deposit of \$250/pet if allowed. Service or Emotional Support Animals will need valid, current documentation	Pet Name	Breed	Weight	Age	
	Pet Name	Breed	Weight	Age	
	Pet Name	Breed	Weight	Age	

All vehicles must be properly registered and in working order. Please list all motor vehicles, trailers, boats, and recreational vehicles	Make	Model	Year	License Number
	Make	Model	Year	License Number
	Make	Model	Year	License Number

Employment (Minimum 6 Months with Same Employer/Field) *Job Transfer Requires Proof of Job Offer

1. Current Employer		Job Title/Position		Dates of Employment
Current Employer Address		City	State	Zip
Name of Supervisor/Human Resources Contact	Supervisor/Human Resources Phone		Gross Income per Month (Average) \$	
2. Other Employer		Job Title/Position		Dates of Employment
Other Employer Address		City	State	Zip
Name of Supervisor/Human Resources Contact	Supervisor/Human Resources Phone		Gross Income per Month (Average) \$	
3. Other Source of Income		Amount \$		Frequency
Other Source of Income		Amount \$		Frequency

Name of Bank	Bank Address	Acct Type	Account Number
Name of Bank	Bank Address	Acct Type	Account Number
Name of Creditor	Creditor Address	Payment	Creditor Phone Number
Name of Creditor	Creditor Address	Payment	Creditor Phone Number

Personal Reference Name	Address	City	State	Zip	Relationship	Phone Number
Personal Reference Name	Address	City	State	Zip	Relationship	Phone Number
Emergency Contact Name	Address	City	State	Zip	Relationship	Phone Number
Emergency Contact Name	Address	City	State	Zip	Relationship	Phone Number

- Does the applicant intend to use liquid filled furniture? Y / N
 - If yes, type of furniture: _____
- Has the applicant been the party to an eviction or small claims/collection from a previous rental? Y / N
 - If yes, please explain: _____
- Has the applicant been asked to move out of a property? Y / N
 - If yes, please explain: _____
- Is the applicant currently in a bankruptcy proceeding? Y / N
- Has the applicant filed for bankruptcy in the past seven years? Y / N