

APPLICATION TO RENT

- **MUST BE COMPLETE** - PLEASE READ REQUIREMENTS ON SECOND PAGE
- SEPARATE APPLICATION REQUIRED FROM EACH ADULT APPLICANT 18 YEARS OF AGE AND OLDER
- \$40.00 APPLICATION FEE REQUIRED FOR EACH APPLICATION
- DRIVER'S LICENSE OR GOVERNMENT ISSUED PHOTO ID AND SOCIAL SECURITY CARD REQUIRED WHEN SUBMITTING APPLICATION

Name _____ Social Security # _____

(Bring social security card)

Phone: Home _____ Work _____ Cell _____ Driver's License # _____

(Bring driver's license)

Email Address _____ Date of Birth _____

Address of Desired Rental _____ Desired Move In Date _____

ALL PROPOSED OCCUPANTS	DATE OF BIRTH	OCCUPATION

EMPLOYMENT – Attach 2 most recent paystubs. If self-employed, please read requirements on second page. If applicant is receiving Social Security or Disability benefits, copy of award letter is required.

PRESENT OCCUPATION	SECOND OCCUPATION/OTHER INCOME
Occupation	
Employer Name	
Business Address	
Name of Supervisor & Phone Number	
HR Phone Number	
How Long Employed?	
Gross Monthly Income	

RENTAL HISTORY OR HOME OWNERSHIP - PRESENT	PRIOR	NEXT PRIOR
Address		
City, State, Zip		
Rent Amount		
Owner/Manager Name		
Owner/Manager Phone #		
Owner/Manager Email		
Dates: From - To		

VEHICLE INFORMATION -	VEHICLE #1	VEHICLE #2	VEHICLE #3
Make			
Model			
Year			
Color			
License Plate #, State			

NOTIFY IN CASE OF EMERGENCY – CONTACT #1	CONTACT #2
Name	
Address	
Phone	
Relationship	

Do you have animals? ☐ Yes / ☐ No If yes, describe: How many? Cats _____ Dogs _____ Breed _____ Weight _____

Is your dog: Trained to protect? ☐ Yes / ☐ No Trained to Leash? ☐ Yes / ☐ No History of Biting? ☐ Yes / ☐ No

Do you carry Renter's Insurance? ☐ Yes / ☐ No Will you have liquid filled furniture? ☐ Yes / ☐ No If yes, describe: _____

Have you ever filed bankruptcy? ☐ Yes / ☐ No When was it discharged? _____ Will you be providing daycare? ☐ Yes / ☐ No

WHY are you vacating your current place of residence? _____

Have you ever been evicted or asked to vacate any residence? ☐ Yes / ☐ No If yes, explain _____

Applicant represents that statements made above are true and correct and hereby authorizes verification of employment and income sources and references including, but not limited to, the obtaining of a credit report and agrees to furnish additional references upon request. Applicant agrees to hold harmless Sacramento Delta Property Management and previous and future owners or managers from any liability for providing written or verbal information regarding the quality of tenancy. Applicant has read and understood the application information on the reverse side of this application.

If you would like an electronic copy emailed to you of the Credit Report that is prepared, please check the box ☐ If this box is checked, Sacramento Delta agrees to email the Credit Report to the applicant within 3 business days of the date of the report.

Applicant Signature _____ Date _____

A complete application is necessary from **each person 18 and older** who intends to reside at the property.

A processing fee is required before an application can be processed. The fee is \$40.00 for each application submitted. The fee is non-refundable if the application is processed. The application fee does not need to be paid a second time if re-applying for another property within a 30-day period. After 30 days, a new application fee is required, and the application screening process will start over. Personal checks and credit cards are accepted for the application fee (make checks payable to Sacramento Delta). If application fee is paid by credit card a receipt will be emailed to the email address on this application.

Applications are processed as quickly as possible. In order to begin the process, please be sure ALL of the following are attached at the time of applying.

- ☐ Driver's License or Government issue photo ID and Social Security Card
- ☐ Copy of 2 most recent pay stubs
- ☐ Copy of most recent W-2
- ☐ Award letter for Income: Social Security, Disability, Retirement
- ☐ Self-Employment: Copy of entire last 2 year's income tax returns personal and business
- ☐ Application Fee
- ☐ (Subsidized Housing) Voucher Copy
- ☐ (Subsidized Housing) Calculation Summary
- ☐ (Subsidized Housing) Verification of Consistent Payment history (if applicable)
- ☐ (Subsidized Housing) Copy of 30-day notice given (if applicable)
- ☐ Animal Photo (if applicable)

If the property rents before your application is processed, the processing fee will be refunded, or you may transfer your application to another of our available properties. However, an approved application for one property may not necessarily be considered an approved application for another property. Please contact the appropriate property manager. If there are multiple applications on one property, the applications are processed in the order received.

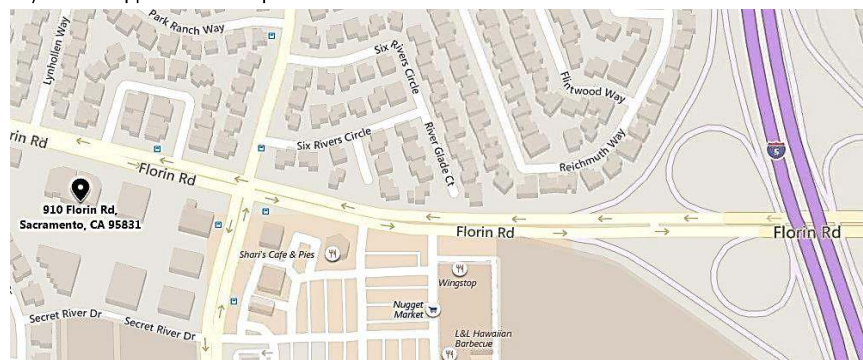
Our general guidelines to qualify are that you have a legal and verifiable income of approximately three times the monthly rent, two recent years of favorable rental references—with a minimum of one year for each and every applicant (excluding renting from family members) or home ownership and a minimum of two lines of good credit established with a creditor for at least six months who reports to TransUnion. Negative references or collections may keep an application from being approved. An application will be declined if a bankruptcy has been discharged in fewer than two years (in some cases three years) previous to the application being submitted.

Please contact the property manager for detailed information regarding specific qualifications; co-signers, pet approval, etc. If pets are allowed, an additional minimum deposit of \$300.00 will be required for each pet. If you own a large dog, you must show proof of Renter's Insurance prior to occupancy. Most agreements begin with a one year lease. The security deposit and the first month's rent must be paid in the form of a cashier's check or money order prior to occupancy. Upon payment of a deposit, we will hold a vacancy for an approved application for up to 7 days.

Please allow at least two business days for the application to be processed.

SOUTH OFFICE

910 Florin Road, Suite 100
Sacramento, Ca 95831
(916) 395-7703



NORTH OFFICE

3800 Auburn Blvd, Suite A
Sacramento, Ca 95821
(916) 486-7733

