STEPHANIE YOUNG GROUP

STEPHANIE YOUNG | Realtor CalRE#01793999
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Rental Criteria

Stephanie Young Group and Coldwell Banker Realty are committed to Equal Housing Opportunity and comply with all applicable federal, state, and local Fair Housing laws. Housing is offered without regard to race, color, religion, creed, sex, gender, gender identity, gender expression, sexual orientation, marital status, familial status, ancestry, national origin, source of income, disability, genetic information, military or veteran status, age (where applicable), citizenship or immigration status (to the extent protected by law), or any other characteristic protected by applicable law.

All applicants will be evaluated using consistent screening criteria in accordance with applicable federal, state, and local laws.

All prospective occupants **18 years of age or older**, or emancipated minors, must complete a separate rental application. Applicants must provide government-issued photo identification and documentation sufficient to verify identity.

1. Income

Combined verifiable gross monthly household income should generally equal at least **three (3) times the monthly rent**, unless otherwise approved by the property owner.

Acceptable income verification may include:

- Current pay stubs
- Employment verification
- Retirement income
- Social Security
- Pension
- Investment income
- Tax returns
- Other lawful verifiable sources of income

2. Employment

Applicants should have verifiable current employment or another verifiable source of income. Employment history, self-employment, retirement, education, or other lawful income sources may be considered as part of the overall application.

3. Credit

Each applicant 18 years of age or older will be evaluated based on credit history.

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Applicants should generally have a minimum credit score of approximately **700**, although the property owner may consider the applicant's overall financial profile, including:

- Credit score
- Payment history
- Debt obligations
- Collections
- Judgments
- Overall creditworthiness

Applicants who dispute information contained within a credit report should contact the reporting agency directly pursuant to the Fair Credit Reporting Act (FCRA).

4. Rental History

Applicants should have verifiable rental or homeownership history. Previous landlord references, payment history, lease compliance, and overall residency history may be considered.

5. Application Review

Applications may be denied, subject to applicable law, for reasons including but not limited to:

- Material misrepresentation or falsification of information.
- Failure to provide requested documentation.
- Inability to verify identity or lawful source of income.
- Failure to satisfy the published income or credit requirements.
- Unsatisfactory rental history or landlord references.

Any consideration of criminal history, eviction history, or other legally regulated information will be conducted only as permitted by applicable federal, state, and local laws.

6. Occupancy

Occupancy standards will comply with all applicable federal, state, and local laws and may vary based upon the size, layout, and characteristics of each property.

7. Parking

Applicants must disclose all vehicles that will be kept at the property.

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Unless otherwise approved in writing by the property owner and, if applicable, the homeowners association:

- Parking is limited to the garage, designated driveway, and assigned parking spaces.
- Vehicles must be currently registered and operable.
- Street parking is subject to city ordinances and HOA regulations.
- Commercial vehicles, recreational vehicles (RVs), trailers, boats, oversized vehicles, and inoperable vehicles are prohibited unless specifically authorized in writing.
- Tenants are responsible for complying with all HOA parking rules and community regulations.

8. Pets

Pet approval is subject to the property owner's approval and applicable HOA rules. Additional pet deposits or pet rent may apply where permitted by law.

Service animals and assistance animals will be accommodated in accordance with applicable federal and California law.

9. Smoking

Smoking or vaping of any substance is prohibited inside the residence and in any area prohibited by the lease, HOA rules, or applicable law.

10. Renter's Insurance

Tenants may be required to obtain and maintain renter's insurance with liability coverage in the minimum amount specified in the lease. Proof of insurance may be required prior to occupancy.

11. Utilities

Tenants are responsible for utilities and services as specified in the lease agreement. Applicants are encouraged to verify utility responsibilities prior to submitting an application.

12. Move-In Funds

Upon final approval, tenants must provide the required move-in funds, including first month's rent and the security deposit, by certified funds or another payment method approved by the property owner (such as ACH, Venmo or Zelle), unless otherwise agreed to in writing.

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13. HOA Compliance

If the property is located within a homeowners association, tenants agree to comply with all HOA rules, regulations, parking restrictions, architectural guidelines, and community policies. Violations may constitute a breach of the lease.

14. Application Processing

Applications are processed after a **complete application package** has been received. An application is considered complete only after all required documentation has been submitted.

Incomplete applications may delay processing or may not be considered until all required documents have been received.

15. Property Hold Policy

The property will not be held or removed from the market until the lease has been fully executed by all parties and all required move-in funds have been received, unless otherwise agreed to in writing.

16. Verification & Fraud Prevention

Applicants acknowledge that all information provided is subject to verification.

Submission of fraudulent documents, altered financial records, forged identification, or false information may result in denial of the application and may be reported as permitted by law.

The property owner or owner's representative may verify employment, income, rental history, references, identity, and other information reasonably necessary to evaluate the application.

17. Equal Consideration

Every completed application will be evaluated using the same published screening criteria in compliance with applicable Fair Housing laws.

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Applicant Acknowledgment

I/We acknowledge that I/we have read and understand the above rental qualifications. Submission of an application does not guarantee approval or tenancy.

Applicant Signature/Print Full Name ______________________ **Date** __________

Applicant Signature/Print Full Name ______________________ **Date** __________

Owner's Representative ______________________ __________
Stephanie Young **Date**

IMPORTANT DISCLOSURE

These Rental Criteria are intended as general screening guidelines only and may be modified by the property owner for a particular property, provided they are applied consistently and in compliance with all applicable federal, state, and local laws.

Submission of an application does not guarantee approval. Final approval is solely at the discretion of the property owner based upon the totality of the application, verification of information provided, and lawful screening criteria.

Stephanie Young Group and Coldwell Banker Realty act solely as the listing brokerage unless otherwise agreed in writing and do not make independent decisions regarding applicant approval except as authorized by the property owner.

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TENANT INFORMATION SHEET

Application Requirements - Please complete one application for each applicant 18 years of age or older.

Applications should be completed in full and include:

- Current address and telephone number
- Seven (7) years of residence history
- Employment history (or other verifiable income history)
- Personal references
- Property address being applied for
- Applicant signature and date

Incomplete applications may delay processing.

Please Provide

- A credit report from one of the three major credit bureaus (Experian, Equifax, or TransUnion), dated within the past thirty (30) days.
- Government-issued photo identification (Driver License, State ID, Passport, Permanent Resident Card, or other acceptable identification)
- Most recent pay stubs or proof of income
- Most recent bank statements demonstrating the ability to pay the first month's rent and security deposit
- If self-employed, the two most recent federal tax returns or equivalent income documentation
- Any additional documentation reasonably requested to verify application information

Screening Process

After the property owner provides a conditional approval, each applicant will complete the RentSpree screening process and pay RentSpree directly for any applicable screening fees.

Screening may include, as permitted by law:

- Credit Report
- Identity Verification
- Income Verification
- Employment Verification
- Rental History
- Background Screening

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Upon Approval

Certified funds or other payment methods approved by the property owner (such as ACH or Zelle) shall be used to pay:

- First Month's Rent
- Security Deposit (including any refundable key or remote replacement amounts, if applicable)

Personal checks and cash will not be accepted unless otherwise agreed to in writing by the property owner.

IMPORTANT DISCLOSURE

The rental qualifications contained herein are intended as general screening guidelines only and may be modified by the property owner for a particular property, provided they are applied consistently and in compliance with all applicable federal, state, and local laws.

Submission of an application does not guarantee approval. Final approval is solely at the discretion of the property owner based upon the totality of the application, verification of information provided, and lawful screening criteria.

Stephanie Young Group and Coldwell Banker Realty act solely as the listing brokerage unless otherwise agreed in writing and do not make independent decisions regarding applicant approval except as authorized by the property owner.

Privacy Notice

Personal information collected during the application process will be used solely for evaluating the rental application and will be handled in accordance with applicable privacy laws. Information may be shared with the property owner and authorized screening providers only as necessary to process the application.

CALIFORNIA ASSOCIATION OF REALTORS®

DISCLOSURE REGARDING REAL ESTATE AGENCY RELATIONSHIP

(As required by the Civil Code)
(C.A.R. Form AD, Revised 12/24)

☐ (If checked) This form is being provided in connection with a transaction for a leasehold interest exceeding one year as per Civil Code §§ 2079.13(j), (k), and (l).

When you enter into a discussion with a real estate agent regarding a real estate transaction, you should from the outset understand what type of agency relationship or representation you wish to have with the agent in the transaction.

SELLER'S AGENT

A Seller's agent under a listing agreement with the Seller acts as the agent for the Seller only. A Seller's agent or a subagent of that agent has the following affirmative obligations:
To the Seller: A Fiduciary duty of utmost care, integrity, honesty and loyalty in dealings with the Seller.
To the Buyer and the Seller:
(a) Diligent exercise of reasonable skill and care in performance of the agent's duties.
(b) A duty of honest and fair dealing and good faith.
(c) A duty to disclose all facts known to the agent materially affecting the value or desirability of the property that are not known to, or within the diligent attention and observation of, the parties. An agent is not obligated to reveal to either party any confidential information obtained from the other party that does not involve the affirmative duties set forth above.

BUYER'S AGENT

A Buyer's agent can, with a Buyer's consent, agree to act as agent for the Buyer only. This includes a Buyer's agent under a buyer-broker representation agreement with the Buyer. In these situations, the agent is not the Seller's agent, even if by agreement the agent may receive compensation for services rendered, either in full or in part from the Seller. An agent acting only for a Buyer has the following affirmative obligations:
To the Buyer: A fiduciary duty of utmost care, integrity, honesty and loyalty in dealings with the Buyer.
To the Buyer and the Seller:
(a) Diligent exercise of reasonable skill and care in performance of the agent's duties.
(b) A duty of honest and fair dealing and good faith.
(c) A duty to disclose all facts known to the agent materially affecting the value or desirability of the property that are not known to, or within the diligent attention and observation of, the parties. An agent is not obligated to reveal to either party any confidential information obtained from the other party that does not involve the affirmative duties set forth above.

AGENT REPRESENTING BOTH SELLER AND BUYER

A real estate agent, either acting directly or through one or more salespersons and broker associates, can legally be the agent of both the Seller and the Buyer in a transaction, but only with the knowledge and consent of both the Seller and the Buyer.
In a dual agency situation, the agent has the following affirmative obligations to both the Seller and the Buyer:
(a) A fiduciary duty of utmost care, integrity, honesty and loyalty in the dealings with either the Seller or the Buyer.
(b) Other duties to the Seller and the Buyer as stated above in their respective sections.
In representing both Seller and Buyer, a dual agent may not, without the express permission of the respective party, disclose to the other party confidential information, including, but not limited to, facts relating to either the Buyer's or Seller's financial position, motivations, bargaining position, or other personal information that may impact price, including the Seller's willingness to accept a price less than the listing price or the Buyer's willingness to pay a price greater than the price offered.

SELLER AND BUYER RESPONSIBILITIES

Either the purchase agreement or a separate document will contain a confirmation of which agent is representing you and whether that agent is representing you exclusively in the transaction or acting as a dual agent. Please pay attention to that confirmation to make sure it accurately reflects your understanding of your agent's role.

The above duties of the agent in a real estate transaction do not relieve a Seller or Buyer from the responsibility to protect their own interests. You should carefully read all agreements to assure that they adequately express your understanding of the transaction. A real estate agent is a person qualified to advise about real estate. If legal or tax advice is desired, consult a competent professional.

If you are a Buyer, you have the duty to exercise reasonable care to protect yourself, including as to those facts about the property which are known to you or within your diligent attention and observation.

Both Sellers and Buyers should strongly consider obtaining tax advice from a competent professional because the federal and state tax consequences of a transaction can be complex and subject to change.

Throughout your real property transaction you may receive more than one disclosure form, depending upon the number of agents assisting in the transaction. The law requires each agent with whom you have more than a casual relationship to present you with this disclosure form. You should read its contents each time it is presented to you, considering the relationship between you and the real estate agent in your specific transaction. **This disclosure form includes the provisions of §§ 2079.13 to 2079.24, inclusive, of the Civil Code set forth on page 2. Read it carefully.**

Note: Real estate broker commissions are not set by law and are fully negotiable.

I/WE ACKNOWLEDGE RECEIPT OF A COPY OF THIS DISCLOSURE AND THE PORTIONS OF THE CIVIL CODE PRINTED ON THE SECOND PAGE.

Buyer/Seller/Landlord/Tenant ______________________________ Date ______________

Buyer/Seller/Landlord/Tenant ______________________________ Date ______________

Agent ______________________________ DRE Lic. # ______________
Real Estate Broker (Firm)

By ______________________________ DRE Lic. # ______________ Date ______________
(Salesperson or Broker-Associate, if any)

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CIVIL §§ 2079.13 - 2079.24 (2079.16 APPEARS ON THE FRONT)

2079.13. As used in this section and §§ 2079.7 and 2079.14 to 2079.24, inclusive, the following terms have the following meanings:
(a) "Agent" means a person acting under provisions of Title 9 (commencing with § 2295) in a real property transaction, and includes a person who is licensed as a real estate broker under Chapter 3 (commencing with § 10130) of Part 1 of Division 4 of the Business and Professions Code, and under whose license a listing is executed or an offer to purchase is obtained. The agent in the real property transaction bears responsibility for that agent's salespersons or broker associates who perform as agents of the agent. When a salesperson or broker associate owes a duty to any principal, or to any buyer or seller who is not a principal, in a real property transaction, that duty is equivalent to the duty owed to that party by the broker for whom the salesperson or broker associate functions. **(b)** "Buyer" means a transferee in a real property transaction, and includes a person who executes an offer to purchase real property from a seller through an agent, or who seeks the services of an agent in more than a casual, transitory, or preliminary manner, with the object of entering into a real property transaction. "Buyer" includes a vendee or lessee of real property. **(c)** "Commercial real property" means all real property in the state, except (1) single-family residential real property, (2) dwelling units made subject to Chapter 2 (commencing with § 1940) of Title 5, (3) a mobilehome, as defined in § 798.3, (4) vacant land, or (5) a recreational vehicle, as defined in § 799.29. **(d)** "Dual agent" means an agent acting, either directly or through a salesperson or broker associate, as agent for both the seller and the buyer in a real property transaction. **(e)** "Listing agreement" means a written contract between a seller of real property and an agent, by which the agent has been authorized to sell the real property or to find or obtain a buyer, including rendering other services for which a real estate license is required to the seller pursuant to the terms of the agreement. **(f)** "Seller's agent" means a person who has obtained a listing of real property to act as an agent for compensation. **(g)** "Listing price" is the amount expressed in dollars specified in the listing for which the seller is willing to sell the real property through the seller's agent. **(h)** "Offering price" is the amount expressed in dollars specified in an offer to purchase for which the buyer is willing to buy the real property. **(i)** "Offer to purchase" means a written contract executed by a buyer acting through a buyer's agent that becomes the contract for the sale of the real property upon acceptance by the seller. **(j)** "Real property" means any estate specified by subdivision (1) or (2) of § 761 in property, and includes (1) single-family residential property, (2) multiunit residential property with more than four dwelling units, (3) commercial real property, (4) vacant land, (5) a ground lease coupled with improvements, or (6) a manufactured home as defined in § 18007 of the Health and Safety Code, or a mobilehome as defined in § 18008 of the Health and Safety Code, when offered for sale or sold through an agent pursuant to the authority contained in § 10131.6 of the Business and Professions Code. **(k)** "Real property transaction" means a transaction for the sale of real property in which an agent is retained by a buyer, seller, or both a buyer and seller to act in that transaction, and includes a listing or an offer to purchase. **(l)** "Single-family residential property" or "single-family residential real property" means any of the following: (1) Real property improved with one to four dwelling units, including a leasehold exceeding one year's duration. (2) A unit in a residential stock cooperative, condominium, or planned unit development. (3) A mobilehome or manufactured home when offered for sale or sold through a real estate broker pursuant to § 10131.6 of the Business and Professions Code. **(m)** "Sell," "sale," or "sold" refers to a transaction for the transfer of real property from the seller to the buyer and includes exchanges of real property between the seller and buyer, transactions for the creation of a real property sales contract within the meaning of § 2985, and transactions for the creation of a leasehold exceeding one year's duration. **(n)** "Seller" means the transferor in a real property transaction and includes an owner who lists real property with an agent, whether or not a transfer results, or who receives an offer to purchase real property of which he or she is the owner from an agent on behalf of another. "Seller" includes both a vendor and a lessor of real property. **(o)** "Buyer's agent" means an agent who represents a buyer in a real property transaction. **(p)** "Buyer-broker representation agreement" means a written contract between a buyer of real property and a buyer's agent by which the buyer's agent has been authorized by the buyer to provide services set forth in subdivision (a) of § 10131 of the Business and Professions Code for or on behalf of the buyer for which a real estate license is required pursuant to the terms of the contract.
2079.14. A seller's agent and buyer's agent shall provide the seller and buyer in a real property transaction with a copy of the disclosure form specified in § 2079.16, and shall obtain a signed acknowledgment of receipt from that seller and buyer, except as provided in § 2079.15, as follows: **(a)** The seller's agent, if any, shall provide the disclosure form to the seller prior to entering into the listing agreement. **(b)** The buyer's agent shall provide the disclosure form to the buyer as soon as practicable before execution of a buyer-broker representation agreement and execution of the buyer's offer to purchase. If the offer to purchase is not prepared by the buyer's agent, the buyer's agent shall present the disclosure form to the buyer not later than the next business day after receiving the offer to purchase from the buyer.
2079.15. In any circumstance in which the seller or buyer refuses to sign an acknowledgment of receipt pursuant to § 2079.14, the agent shall set forth, sign, and date a written declaration of the facts of the refusal.
2079.16 Reproduced on Page 1 of this AD form.
2079.17(a) As soon as practicable, the buyer's agent shall disclose to the buyer and seller whether the agent is acting in the real property transaction as the buyer's agent, or as a dual agent representing both the buyer and the seller. This relationship shall be confirmed in the contract to purchase and sell real property or in a separate writing executed or acknowledged by the seller, the buyer, and the buyer's agent prior to or coincident with execution of that contract by the buyer and the seller, respectively. **(b)** As soon as practicable, the seller's agent shall disclose to the seller whether the seller's agent is acting in the real property transaction as the seller's agent, or as a dual agent representing both the buyer and seller. This relationship shall be confirmed in the contract to purchase and sell real property or in a separate writing executed or acknowledged by the seller and the seller's agent prior to or coincident with the execution of that contract by the seller.
CONFIRMATION: **(c)** The confirmation required by subdivisions (a) and (b) shall be in the following form:

Seller's Brokerage Firm ________ DO NOT COMPLETE. SAMPLE ONLY ________ License Number ________
Is the broker of (check one): ☐ the seller; or ☐ both the buyer and seller. (dual agent)
Seller's Agent ________ DO NOT COMPLETE. SAMPLE ONLY ________ License Number ________
Is (check one): ☐ the Seller's Agent. (salesperson or broker associate) ☐ both the Buyer's and Seller's Agent. (dual agent)
Buyer's Brokerage ________ DO NOT COMPLETE. SAMPLE ONLY ________ License Number ________
Is the broker of (check one): ☐ the buyer; or ☐ both the buyer and seller. (dual agent)
Buyer's Agent ________ DO NOT COMPLETE. SAMPLE ONLY ________ License Number ________
Is (check one): ☐ the Buyer's Agent. (salesperson or broker associate) ☐ both the Buyer's and Seller's Agent. (dual agent)

(d) The disclosures and confirmation required by this section shall be in addition to the disclosure required by § 2079.14. An agent's duty to provide disclosure and confirmation of representation in this section may be performed by a real estate salesperson or broker associate affiliated with that broker.
2079.18 (Repealed pursuant to AB-1289)
2079.19 The payment of compensation or the obligation to pay compensation to an agent by the seller or buyer is not necessarily determinative of a particular agency relationship between an agent and the seller or buyer. A listing agent and a selling agent may agree to share any compensation or commission paid, or any right to any compensation or commission for which an obligation arises as the result of a real estate transaction, and the terms of any such agreement shall not necessarily be determinative of a particular relationship.
2079.20 Nothing in this article prevents an agent from selecting, as a condition of the agent's employment, a specific form of agency relationship not specifically prohibited by this article if the requirements of § 2079.14 and § 2079.17 are complied with.
2079.21 (a) A dual agent may not, without the express permission of the seller, disclose to the buyer any confidential information obtained from the seller. **(b)** A dual agent may not, without the express permission of the buyer, disclose to the seller any confidential information obtained from the buyer. **(c)** "Confidential information" means facts relating to the client's financial position, motivations, bargaining position, or other personal information that may impact price, such as the seller is willing to accept a price less than the listing price or the buyer is willing to pay a price greater than the price offered. **(d)** This section does not alter in any way the duty or responsibility of a dual agent to any principal with respect to confidential information other than price.
2079.22 Nothing in this article precludes a seller's agent from also being a buyer's agent. If a seller or buyer in a transaction chooses to not be represented by an agent, that does not, of itself, make that agent a dual agent.
2079.23 A contract between the principal and agent may be modified or altered to change the agency relationship at any time before the performance of the act which is the object of the agency with the written consent of the parties to the agency relationship.
2079.24 Nothing in this article shall be construed to either diminish the duty of disclosure owed buyers and sellers by agents and their associate licensees, subagents, and employees or to relieve agents and their associate licensees, subagents, and employees from liability for their conduct in connection with acts governed by this article or for any breach of a fiduciary duty or a duty of disclosure.

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CALIFORNIA ASSOCIATION OF REALTORS®

APPLICATION TO LEASE OR RENT/SCREENING FEE
(C.A.R. Form LRA, Revised 12/24)

I. APPLICATION TO RENT

THIS SECTION TO BE COMPLETED BY APPLICANT. A SEPARATE APPLICATION TO LEASE OR RENT IS REQUIRED FOR EACH OCCUPANT 18 YEARS OF AGE OR OVER, OR AN EMANCIPATED MINOR.

1. Applicant is completing Application to Lease or Rent as a (check one) ☐ **tenant,** ☐ **tenant with co-tenant(s) or** ☐ **guarantor/co-signor.**
   Total number of applicants _____
2. **PERSONAL INFORMATION**
   A. FULL NAME OF APPLICANT ______________________________
   B. Date of Birth ____________ (For purpose of obtaining credit reports. Age discrimination is prohibited by law.)
   C. (1) Driver's license No. ______________________ State _____ Expires _______
   (2) See **section II**, **paragraph 2D** for Social Security Number/Tax Identification Numbers. Such number shall be provided upon request from Rental Property Owner, Authorized Broker or Agent, or Property Manager ("Housing Provider").
   D. Phone number: Home ____________________ Work ____________________ Other ____________________
   E. Email: ______________________________
   F. Name(s) of all other proposed occupant(s) ______________________________
   ____
   G. Pet(s) (Other than service or companion animals) (number and type) ______________________________
   H. Auto: Make ____________ Model __________ Year ______ License No. __________ State _____ Color ________
   Other vehicle(s): ______________________________
   I. In case of emergency, person to notify (other than occupants of applicant's household) ______________________________
   Relationship ______________________________
   Address ______________________________ Phone ____________________
   J. Does applicant or any proposed occupant plan to use liquid-filled furniture?............ ☐ Yes ☐ No
   If yes, type ______________________________
   K. Has applicant been a party to an unlawful detainer action or filed bankruptcy within the last seven years?............ ☐ Yes ☐ No
   If yes, explain ______________________________
   L. Has applicant or any proposed occupant ever been asked to move out of a residence?............ ☐ Yes ☐ No
   If yes, explain ______________________________
   M. Has applicant or any proposed occupant ever been convicted of or pleaded no contest to a felony within the last seven years?............ ☐ Yes ☐ No
   If yes, explain ______________________________
   (After completing a credit review, Housing Provider may consider the nature of the felony and the length of time since it occurred so long as the felony is directly related to the applicant's ability to meet its obligations under the lease terms, and any other relevant mitigating information pursuant to 2 CCR §12266.)
3. **RESIDENCE HISTORY**

Current	Previous
Current address ______________________	Previous address ______________________
City/State/Zip ______________________	City/State/Zip ______________________
From ____________ to ____________	From ____________ to ____________
Name of Housing Provider ______________________	Name of Housing Provider ______________________
Housing Provider's phone ______________	Housing Provider's phone ______________
Do you own this property? ☐ Yes ☐ No	Did you own this property? ☐ Yes ☐ No
Reason for leaving current address ______________	Reason for leaving this address ______________

4. **EMPLOYMENT AND INCOME HISTORY**

Current	Previous
Current employer ______________________	Previous employer ______________________
Current employer address ______________________	Previous employer address ______________________
From ____________ to ____________	From ____________ to ____________
Supervisor ______________________	Supervisor ______________________
Supervisor's phone ______________	Supervisor's phone ______________
Employment gross income $ ____________ per ______	Employment gross income $ ____________ per ______
Other income info ______________________	Other income info ______________________

Applicant's Initials ________/________

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Property Address: ____ Date: __________

5. **CREDIT INFORMATION**

A. **CREDITORS**

Name of Creditor: ____ Account ________________
Monthly Payment: $__________ Balance Due: $____________

Name of Creditor: ____ Account ________________
Monthly Payment: $__________ Balance Due: $____________

Name of Creditor: ____ Account ________________
Monthly Payment: $__________ Balance Due: $____________

Name of Creditor: ____ Account ________________
Monthly Payment: $__________ Balance Due: $____________

B. **BANKING**

Name of Bank/Branch: ____ Account No. __________________
Type of Account: ____ Account Balance: $_____________

Name of Bank/Branch: ____ Account No. __________________
Type of Account: ____ Account Balance: $_____________

6. **PERSONAL REFERENCES**

Name ________________________________ Address ____
Phone _________________ Length of acquaintance ____________ Occupation _________________________
Name ________________________________ Address ____
Phone _________________ Length of acquaintance ____________ Occupation _________________________

7. **NEAREST RELATIVE(S)**

Name ______________________________ Address ____
Phone _______________ Relationship ____
Name ______________________________ Address ____
Phone _______________ Relationship ____

8. Applicant understands and agrees that: **(i)** this is an application to rent only and does not guarantee that applicant will be offered the Premises; **(ii)** Housing Provider may receive more than one application for the Premises and, **(iii)** Applicant will provide a copy of applicant's driver's license or other acceptable identification upon request.

Applicant represents the above information to be true and complete, and hereby authorizes Housing Provider to: **(i)** verify the information provided; **(ii)** obtain a credit report on applicant** and **(iii)** 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 tenant history. By signing below, you also acknowledge receipt of the attached NOTICE REGARDING BACKGROUND INVESTIGATION PURSUANT TO CALIFORNIA LAW (C.A.R. form BIRN).

- If a screening fee is paid, the applicant will be provided a copy of the credit report obtained by Housing Provider within **7 days** of the Housing Provider receiving the report.
- ☐ If a screening fee is not paid, check this box if you would like to receive, at no charge, a copy of an ICR or consumer credit report if one is obtained by the Housing Provider whenever you otherwise have a right to receive such a copy under California law.

- ** If an applicant will be receiving a government rent subsidy to assist in the payment of rent, such as a Section 8 voucher, applicant may choose to provide lawful, verifiable, alternative evidence of reasonable ability to pay rather than have Housing Provider rely on a credit report. The applicant shall be given a reasonable time to provide the alternative documentation.

- ☐ Applicant will be receiving a rent subsidy pursuant to the following government program and elects to provide alternative documentation: ____

9. Applicant further authorizes Housing Provider to disclose information to prior, current, or subsequent owners and/or agents with whom applicant has had, or intends to have, a rental relationship.

If application is not fully completed, or if section II, 2 is applicable and the application is received without the full screening fee: **(i)** the application will not be processed, and **(ii)** the application and any portion of the screening fee paid will be returned.

Applicant Signature ____ Date __________

Return your completed application and any applicable fee not already paid to: ______________________________

Address ___________________________________ City ____________________ State _____ Zip _______

II. PROPERTY INFORMATION AND SCREENING FEE

THIS SECTION TO BE COMPLETED BY HOUSING PROVIDER (applicant may fill in the "Premises" in **paragraph 1A** below):

1. PROPERTY INFORMATION

A. Applicant submits this application to lease or rent for the Premises located at ____ ____ ("Premises") or ☐ any prospective locations which may fit Applicant's rental criteria.

B. Rental Amount: $___________ Rent per month.

C. Proposed move-in date: ________________.

2. SCREENING FEE: A rental unit is available or will be available within a reasonable period of time.

A. ☒ Applicant will provide screening information and fee directly to Housing Provider's authorized screening service at: *Upon conditional approval, each applicant shall complete the RentSpree screening and pay the applicable screening fee directly to RentSpree.*

OR B. ☐ Applicant shall pay screening fee of $ ___________ per applicant, directly to Housing Provider, applied as follows: (Civil Code § 1950.6 sets the maximum screening fee that can be charged, as adjusted annually by the Consumer Price Index. As an example, the maximum screening fee in 2024 was $62.02 per applicant, according to the California Apartment Association.)

$ _______________ for credit reports prepared by _________________________________;

$ _______________ for __________________________ (other out-of-pocket expenses); and

$ _______________ for processing**.**

(1) ☐ Application received with the full screening fee in the amount of $ _________.

(2) If application is received without the full screening fee: **(i)** Housing Provider will notify Applicant, **(ii)** the application will not be processed, and **(iii)** the application and any portion of the screening fee paid will be returned.

(3) If Housing Provider collects the screening fee, Housing Provider shall provide Applicant a receipt for the screening fee, itemizing out of pocket expenses and time spent. By signing below, Applicant agrees the receipt may be provided by personal delivery, mail, or email.

C. (1) Housing Provider shall return the entire screening fee if applicant is not selected for tenancy, regardless of the reason, within seven days of selecting another applicant for tenancy or within 30 days of when the application was submitted, whichever occurs first;

OR (2) If Housing Provider has a written screening criteria, and that criteria is disclosed to the applicant with the application (☐ screening criteria attached) and the first applicant meeting that criteria is approved for the tenancy, then,

(i) Housing Provider shall refund the entire screening fee within 7 days of failing to consider the application if the application is not actually considered;

(ii) As an alternative to **paragraph 2C(2)(i)** Housing Provider may offer to apply the screening fee to another rental unit being offered by the Housing Provider. In such a case, Housing Provider may retain the screening fee if the applicant does not meet the established, disclosed criteria;

(iii) Housing Provider may keep the screening fee if the application is considered and the applicant is not accepted because the applicant does not meet the established, disclosed criteria.

D. ☐ Applicant shall provide Social Security Number/Tax Identification Number to Housing Provider.

The undersigned has read the foregoing section regarding the screening fee and acknowledges receipt of a completed copy.

____ _____________
Applicant Signature Date

Housing Provider acknowledges receipt of this entire Application to Lease or Rent/Screening Fee.

By: _______________________________________ *Stephanie Young* DRE Lic.# *01793999* Date _____________

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NOTICE REGARDING BACKGROUND INVESTIGATION REPORTS PURSUANT TO CALIFORNIA LAW

(C.A.R. Form BIRN, Revised 6/23)

The person signing below (on behalf of the Housing Provider, if not the Housing Provider) intends to obtain information about you from an investigative consumer reporting agency and/or a consumer credit reporting agency for the purpose of letting a dwelling. Thus, you can expect to be the subject of "investigative consumer reports" and "consumer credit reports" obtained for housing purposes. Such reports may include information about your character, general reputation, personal characteristics and mode of living. With respect to any investigative consumer report from an investigative consumer reporting agency ("CRA"), the Housing Provider may investigate the information contained in your rental application and other background information about you, including but not limited to obtaining a criminal record report, eviction report, verifying references, work history, your social security number, and other information about you, and interviewing people who are knowledgeable about you. The results of this report may be used as a factor in making housing decisions. The source of any investigative consumer report (as that term is defined under California law) will be:

CRA: TransUnion Rental Screening, Address: P.O. Box 800 Woodlyn, PA 19094
Telephone: (800) 568-5665 Email: support@rentspree.com

The Housing Provider agrees to provide you with a copy of an investigative consumer report when required to do so under California law.

Under California Civil Code § 1786.22, you, with proper identification, are entitled to find out from a CRA what is in the CRA's file on you, as follows:

- In person, by visual inspection of your file during normal business hours and on reasonable notice. You also may request a copy of the information in person. The CRA may not charge you more than the actual copying costs for providing you with a copy of your file.
- A summary of all information contained in the CRA's file on you that is required to be provided by the California Civil Code will be provided to you via telephone, if you have made a written request, with proper identification, for telephone disclosure, and the toll charge, if any, for the telephone call is prepaid by or charged directly to you.
- By requesting a copy be sent to a specified addressee by certified mail. CRAs complying with requests for certified mailings shall not be liable for disclosures to third parties caused by mishandling of mail after such mailings leave the CRAs.

"Proper Identification" includes documents such as a valid driver's license, social security account number, military identification card, and credit cards. Only if you cannot identify yourself with such information may the CRA require additional information concerning your employment and personal or family history in order to verify your identity.

The CRA will provide trained personnel to explain any information furnished to you and will provide a written explanation of any coded information contained in files maintained on you. This written explanation will be provided whenever a file is provided to you for visual inspection.
You may be accompanied by one other person of your choosing, who must furnish reasonable identification. A CRA may require you to furnish a written statement granting permission to the CRA to discuss your file in such person's presence.

The undersigned acknowledges receipt of this Notice Regarding Background Investigation Pursuant to California Law.

_______________________________________ _______________
Applicant Signature Date

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