

# The Landings at Fancher Creek

## Rental Qualifications & Acknowledgment

The Company requires that every potential resident (applicant) meets the following criteria for rental approval;

### FAIR HOUSING

The Company complies with all Federal, State, and local Fair Housing Laws. The Company does not discriminate on the basis of race, color, religion, sex, national origin, familiar status, disability, ancestry, marital status, sexual orientation, age, or any other protected class under Federal, State, and local fair housing laws.

### APPLICATION FORM

Each person 18 years of age or older, or emancipated minor, is required to complete a separate rental application. Each application must be completely filled out and signed in order to be processed. Applicant understands and agrees that an investigative report including rental history, credit history, employment history, eviction search, and criminal background check may be completed as part of the application process.

Legible copies of the following items **MUST** be included with each application:

1. Government-issued photo ID (such as Driver's license, State ID, Passport, Military ID, foreign government ID).
2. Verification of Social Security Number, Individual Taxpayer Identification Number (ITIN), or similar.
3. Three months (3) most recent consecutive paycheck stubs, Earning Statement.
4. At least six (6) months of verifiable employment or income, equal to a minimum of two and a half (2.5) times the amount of monthly rent.
5. If self-employed, copy of most recent year's federal tax return.
6. Documentation to substantiate other income, such as alimony, child support, or financial aid if you want it considered.

### FEES & DEPOSIT

Each application must be submitted with an application fee. **The non-refundable application fee is \$25 per Household.** . If applicant is accepted as a tenant, they shall pay Company a security deposit of no more than 2 times the rent. The initial deposit will be applied to the amount required upon acceptance. All payments at move-in must be in the form of a Cashier's Check or Money Order. We never accept cash.

### RENTAL HISTORY

7. Applicant must have a minimum of 2 years verifiable rental history with no documented complaints from current or previous landlord(s).
8. Evictions will result in automatic denial.
9. Outstanding balances due or collections by former landlords will result in automatic denial, unless satisfied.

## **CREDIT HISTORY**

10. Applicant must have one year of established favorable credit history with 3 lines of positive credit.
11. Any bankruptcy must be discharged and Applicant must have reestablished positive credit for one year.
12. No collections by landlords, utility providers, or returned checks, unless satisfied.
13. No Tax Liens or judgments, unless satisfied.

## **CREDIT REPORT DISCREPANCY NOTICES**

14. If a Notice of Address Discrepancy is reported on the consumer credit report, additional information may be required to verify the address. Additional information may include a current utility bill, mortgage statement, bank statement, or paycheck stub in the Applicant's name reflecting the current address.
15. If the consumer credit report reflects a discrepancy with the Social Security Number provided, verification of the Social Security card may be required by providing the original card.

## **CRIMINAL BACKGROUND**

An applicant will be denied (or a lease shall be terminated) if they have been convicted of a felony or misdemeanor for a crime against a person, another person's property, or against society, or appears on the list of known terrorists or wanted fugitives. This does not constitute a guarantee or representation that occupants have not been convicted of or committed such offenses.

## **MAXIMUM OCCUPANCY**

The maximum number of people that may occupy a rental unit is determined by the number of bedrooms as follows:

1 bedroom = 3 occupants; 2 bedrooms = 5 occupants; 3 bedrooms = 7 occupants

## **ROOMMATES**

16. Each individual Tenant and Guarantor is jointly and severally responsible for the entire rental payment or financial obligation, as well as following all community policies and rules.
17. The security deposit will not be refunded in part, or in full, until the apartment is vacated of everyone and everything.

## **UTILITIES**

Tenant is responsible for electricity and gas. Tenant needs to bring account number of PG&E with them the day of move-in.

## **RENTER'S INSURANCE**

18. The company does not insure others' personal property.
19. The company does not require, but recommends the tenant has renters insurance for their protection.

**PETS**

- 20. No pets are allowed for any reason on properties that have a no pet policy.
- 21. If the property has a pet acceptance policy, the pet is allowed only after all requirements have been met, including written permission from management, and payment in full of an additional deposit.
- 22. The presence of an unauthorized pet will be cause for termination of the tenants' residency.
- 23. Legally recognized service or companion animals are not considered pets.

**I have read and understand the listed qualifications for renting from The Landings at Fancher Creek.**

\_\_\_\_\_  
**Applicant Signature**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Applicant name (printed)**

\_\_\_\_\_

\_\_\_\_\_  
**Applicant Signature**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Applicant name (printed)**

\_\_\_\_\_

\_\_\_\_\_  
**Applicant Signature**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Applicant name (printed)**

\_\_\_\_\_

\_\_\_\_\_  
**Applicant Signature**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Applicant name (printed)**

\_\_\_\_\_

### ON-SITE – TENANT SCREENING

#### HEAD OF HOUSEHOLD

Name of Applicant: \_\_\_\_\_ Required  
Social Security #: \_\_\_\_\_ Required  
Date of Birth: \_\_\_\_\_ Required  
Current Phone Number: \_\_\_\_\_  
Current Address: \_\_\_\_\_  
Previous Address: \_\_\_\_\_

#### OTHER HOUSEHOLD MEMBER

Name of Applicant: \_\_\_\_\_ Required  
Social Security #: \_\_\_\_\_ Required  
Date of Birth: \_\_\_\_\_ Required  
Current Phone Number: \_\_\_\_\_  
Current Address: \_\_\_\_\_  
Previous Address: \_\_\_\_\_

*All questions below must be filled out completely in order to screen properly.*

Have you ever used another social security number? \_\_\_\_\_ Yes/No  
Have you ever been convicted of a felony? \_\_\_\_\_ Yes/No    If yes, what country and state?  
\_\_\_\_\_ Nature of felony? \_\_\_\_\_  
Have you ever been evicted? \_\_\_\_\_ Yes/No

*I AUTHORIZE ON-SITE TO OBTAIN CREDIT REPORTS, CRIMINAL REPORTS AND CIVIL RECORDS.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

# APPLICATION TO RENT

Tenant  
 Guarantor

(All sections must be completed)

**Individual applications required from each occupant 18 years of age or older.**

Last Name		First Name		Middle Name		Social Security Number or ITIN	
Other names used in the last 10 years			Work phone number ( )			Home phone number ( )	
Date of birth		E-mail address				Mobile/Cell phone number ( )	
Photo ID/Type		Number		Issuing government		Exp. date	Other ID
1.	Present address			City		State	Zip
	Date in	Date out	Owner/Agent Name			Owner/Agent Phone number	
	Reason for moving out					Current rent \$ /Month	
2.	Previous address			City		State	Zip
	Date in	Date out	Owner/Agent Name			Owner/Agent Phone number	
	Reason for moving out						
3.	Next previous address			City		State	Zip
	Date in	Date out	Owner/Agent Name			Owner/Agent Phone number	
	Reason for moving out						
Proposed Occupants: List all in addition to yourself	Name		Name				
	Name		Name				
	Name		Name				
Do you have pets?	Describe			Do you have a waterbed?	Describe		
How did you hear about this rental?							
A.	Current Employer Name			Job Title or Position		Dates of Employment	
	Employer address			Employer/Human Resources phone number ( )			
	City, State, Zip			Name of your supervisor/human resources manager			
	Current gross income		Check one				
	\$		Per <input type="checkbox"/> Week <input type="checkbox"/> Month <input type="checkbox"/> Year				
B.	Prior Employer Name			Job Title or Position		Dates of Employment	
	Employer address			Employer/Human Resources phone number ( )			
	City, State, Zip			Name of your supervisor/human resources manager			
	Other income source			Amount \$		Frequency	
	Other income source			Amount \$		Frequency	



Name of your bank	Branch or address	Account Number

Please list ALL of your financial obligations below.

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

In case of emergency, notify:	Address: Street, City, State, Zip	Relationship	Phone
1.			
2.			

Personal References:	Address: Street, City, State, Zip	Length of Acquaintance	Occupation	Phone
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 of selling, distributing or manufacturing illegal drugs? \_\_\_\_\_

**Applicant represents that all the above statements are true and correct, authorizes verification of the above items and agrees to furnish additional credit references upon request. Applicant authorizes the Owner/Agent 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 Owner/ Agent to disclose tenancy information to previous or subsequent Owners/Agents.**

Owner/Agent will require a payment of \$ \_\_\_\_\_, which 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 \$ \_\_\_\_\_
2. Cost to obtain, process and verify screening information (may include staff time and other soft costs) \$ \_\_\_\_\_
3. Total fee charged \$ \_\_\_\_\_

The undersigned 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.

\_\_\_\_\_ Date

\_\_\_\_\_ Applicant (signature required)



EMPLOYMENT VERIFICATION

THIS SECTION TO BE COMPLETED BY MANAGEMENT AND EXECUTED BY TENANT

TO: (Name & address of employer) Date: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

RE: \_\_\_\_\_ Applicant/Tenant Name Social Security Number Unit # (if assigned)

I hereby authorize release of my employment information.

\_\_\_\_\_  
Signature of Applicant/Tenant Date

The individual named directly above is an applicant/tenant of a housing program that requires verification of income. The information provided will remain confidential to satisfaction of that stated purpose only. Your prompt response is crucial and greatly appreciated.

Leasing 3 - Aida Chaidez  
Project Owner/Management Agent

The Landing at Fancher Creek  
5122 E. Olive Ave.  
Fresno, Ca. 93727  
Fax # (559) 251-9069

Return Form To:

THIS SECTION TO BE COMPLETED BY EMPLOYER

Employee Name: \_\_\_\_\_ Job Title: \_\_\_\_\_

Presently Employed: Yes \_\_\_ Date First Employed \_\_\_\_\_ No \_\_\_ Last Day of Employment \_\_\_\_\_

Current Wages/Salary: \$ \_\_\_\_\_ (check one) Year-to-date earnings: \$ \_\_\_\_\_ from: \_\_\_/\_\_\_/\_\_\_ through: \_\_\_/\_\_\_/\_\_\_

hourly  weekly  bi-weekly  semi-monthly  monthly  yearly  other \_\_\_\_\_

Average # of regular hours per week: \_\_\_\_\_ # of weeks worked per year: \_\_\_\_\_

Overtime Rate: \$ \_\_\_\_\_ per hour Average # of overtime hours per week: \_\_\_\_\_

Shift Differential Rate: \$ \_\_\_\_\_ per hour Average # of shift differential hours per week: \_\_\_\_\_

Commissions, bonuses, tips, other: \$ \_\_\_\_\_ (check one)

hourly  weekly  bi-weekly  semi-monthly  monthly  yearly  other \_\_\_\_\_

List any anticipated change in the employee's rate of pay within the next 12 months: \_\_\_\_\_; Effective date: \_\_\_\_\_

If the employee's work is seasonal or sporadic, please indicate the layoff period(s): \_\_\_\_\_

Additional remarks: \_\_\_\_\_

\_\_\_\_\_  
Employer's Signature Employer's Printed Name Date

\_\_\_\_\_  
Employer [Company] Name and Address

\_\_\_\_\_  
Phone # Fax # E-mail

NOTE: Section 1001 of Title 18 of the U.S. Code makes it a criminal offense to make willful false statements or misrepresentations to any Department or Agency of the United States as to any matter within its jurisdiction.





LANDLORD REFERENCE REQUEST

Complex Name The Landing at Fancher Creek  
 Address 5122 E. Olive Ave.  
 City, State, Zip Fresno, Ca. 93727  
 Phone Number (559) 251-4554  
 Fax Number (559) 251-9069 email – landingleasing3@domusmc.com

The applicant listed below has applied to reside at the complex listed above. In order to approve the applicant, this reference must be completed. Please complete this form and return it via U.S. Mail, fax or email at the address above to: The Landing at Fancher Creek Apartments

Applicant Name \_\_\_\_\_

I authorize the release of the requested information below in order to process my application to reside at the complex listed above.

\_\_\_\_\_  
 Applicant's Signature Date

Current Landlord  Previous Landlord  Other \_\_\_\_\_

Former or Current  
 Address, City & Zip \_\_\_\_\_

Landlord Name &  
 Address, City & Zip \_\_\_\_\_

Landlord Phone # \_\_\_\_\_ Fax # \_\_\_\_\_

Dates of Tenancy From - \_\_\_\_\_ To - \_\_\_\_\_

Was the rent paid on time each month? Yes \_\_\_\_\_ No \_\_\_\_\_

Was the unit kept clean? Yes \_\_\_\_\_ No \_\_\_\_\_

Was there any damage done to the unit? Yes \_\_\_\_\_ No \_\_\_\_\_

Were there any disturbances? Yes \_\_\_\_\_ No \_\_\_\_\_

Did the applicant sublet to anyone? Yes \_\_\_\_\_ No \_\_\_\_\_

Was the security deposit refunded in full? Yes \_\_\_\_\_ No \_\_\_\_\_

If not, why \_\_\_\_\_

Any rent or other charges still owed? Yes \_\_\_\_\_ No \_\_\_\_\_

Are you related to the applicant in any way? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, how \_\_\_\_\_

Would you re-rent to this applicant? Yes \_\_\_\_\_ No \_\_\_\_\_

Comments \_\_\_\_\_

\_\_\_\_\_  
 Landlord Signature Date

