

- Requirements to process an application:
- An application must be completely filled out for anyone over 18 years of age
  - Application fee of \$20 per application must be paid at the time of turn in
  - Provide income documents - previous 3 months
  - Monthly household income must equal 2.5x amount of rent
  - Provide color copies of ID, Drivers license
  - Provide color copies of Social Security Card or foreign government/consulate ID
  - Sec 8 RFTA packet or documentation from HOUSING AUTHORITY with 30% figure



7600 N Ingram Ave #105  
 Fresno, Ca 93711  
 Telephone 559.435.4040  
 Monday - Friday 9am-6pm  
 www.RealtyFresno.com

**APPLICATION FEE CAN BE PAID BY CASH (EXACT CHANGE) OR MONEY ORDER**  
 - We will make copies of documentation free of charge. Please have documents sorted and ready for processing -

## APPLICATION TO RENT

LAST NAME		FIRST NAME		MIDDLE	SOCIAL SECURITY OR TIN #
OTHER NAMES USED IN THE LAST 10 YEARS					PRIMARY PHONE NUMBER
DATE OF BIRTH	EMAIL			SECONDARY PHONE NUMBER	
DRIVERS LICENSE NUMBER	EXPIRATION	STATE	OTHER ID'S		
1 PRESENT ADDRESS		CITY	STATE	ZIP CODE	
DATE IN	DATE OUT	OWNER/AGENT NAME	OWNER/AGENT PHONE NO.		
REASON FOR MOVING			MANAGEMENTS FAX NUMBER		
2 PREVIOUS ADDRESS		CITY	STATE	ZIP CODE	
DATE IN	DATE OUT	OWNER/AGENT NAME	OWNER/AGENT PHONE NO.		
REASON FOR MOVING			MANAGEMENTS FAX NUMBER		

LIST ALL PEOPLE WHO WILL BE LIVING IN THE RENTAL	NAME	AGE	NAME	AGE

WILL YOU have pets?	Describe : size, weight , breed	WILL YOU HAVE liquid filled furniture?	DESCRIBE
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A Present occupation or source of income		Employer name
How long with this employer	Supervisor's Phone #	Employer address
Name of your supervisor	City, State ZIP	
B Prior occupation		Employer name
How long with this employer	Supervisor's Phone #	Employer address

LIST OTHER SOURCES OF INCOME AND VALUE : SSI, SSA, PENSION, CASH AID, FOOD STAMPS , 30% NUMBER

Current gross income \$ \_\_\_\_\_ PER  Week  Month  Year

\*IF SELF EMPLOYED PLEASE PROVIDE THE FOLLOWING 2 YEARS OF TAX DOCUMENTS



**YOU MUST PROVIDE A MINIMUM OF TWO EMERGENCY CONTACTS**

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

Personal References:	Address	Phone	Length of Acquaintance	Occupation
1.				
2.				

Automobile: Make \_\_\_\_\_ Model \_\_\_\_\_ Year \_\_\_\_\_ License # \_\_\_\_\_

Automobile: Make \_\_\_\_\_ Model \_\_\_\_\_ Year \_\_\_\_\_ License # \_\_\_\_\_

Have you ever lied for bankruptcy? \_\_\_\_\_ Have you ever been evicted or asked to move? \_\_\_\_\_

Have you ever been convicted of selling, distributing or manufacturing illegal drugs? \_\_\_\_\_

\*\*\*\*\*

WERE YOU REFERRED TO REALTY FRESNO BY AN EXISTING TENANT?  YES  NO. If yes please fill out the section below.

Name \_\_\_\_\_ Address \_\_\_\_\_ Telephone \_\_\_\_\_

\*\*\*\*\*

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/Agent to disclose tenancy information to previous or subsequent Owners/Agents.

Owner/Agent will require a payment of \$ 20.00, which is to be used to screen Applicant with respect 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 \$ 20.00
2. Cost to obtain, process and verify screening information (may include staff time and other soft costs) \$ 0.00

Address of location applying for : \_\_\_\_\_ Apt# \_\_\_\_\_

**\*CREDIT CHECK FEE IS A DIRECT COST OF THE APPLICATION PROCESS AND IS NO WAY REFUNDABLE UNDER ANY CIRCUMSTANCES. A COPY OF THE CREDIT REPORT MAY BE GIVEN UPON REQUEST FROM THE APPLICANT**

**\*\*DENIABLE CONDITIONS CAN BE BUT NOT LIMITED TO EVICTIONS, UNLAWFUL DETAINERS, POOR RENTAL HISTORY, PGE AND UTILITY COLLECTIONS**

DATE \_\_\_\_\_

SIGNATURE \_\_\_\_\_

**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.

