

# Requirements to process an application:

- An application must be completely filled out for anyone over 18 years of age
- Application fee of .30 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	
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								
IF YOU HAVE SECTION 8 MARK THIS BOX <input type="checkbox"/>								

Current gross income	PER	Check One
\$		<input type="checkbox"/> Week <input type="checkbox"/> Month <input type="checkbox"/> Year

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



California Apartment Association Approved Form

www.caanet.org

Form 3.0 - Revised 1/05

— All Rights Reserved

Page 1 of 2



**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 filed 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 \$ 30.00 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
2. Cost to obtain, process and verify screening information (may include staff time and other soft costs)

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.



California Apartment Association Approved Form  
www.caamnet.org  
Form 3.9 - Revised 1/05 © 2005 All Rights Reserved  
Page 2 of 2

