

# Application Process

Please be aware that we accept and process all applications until we have an approved applicant. We do not accept additional applications once we have an approval. There may be multiple applications processed for the same home. If multiple applications qualify for approval, final approval will go to the best qualified. We strive to have a response to you within one to two business days.

**Each occupant over 18 must complete an application, regardless of employment.**

**Before submitting any applications, complete each of these items:**

- ☒ Entire application completed neatly and legibly. Answer all questions.
- ☒ Sign and date bottom of page 3 and complete rent amount and address.
- ☒ Include \$40 per application for background checks. We are always happy to provide you a copy of your credit report.
- ☒ **Application fees must be paid with cash or money order.** Applications will not be processed without the application fee.
- ☒ Include legible photocopies of your Driver's License or State issued I.D.
- ☒ Include copies of your most recent paystubs, salary statements, or other proof of employment and income. The more documentation you include, the faster our processing time.
- ☒ Our office is open every weekday. Since we are on-call for showings, the office may not be occupied at all times. Please call in advance to assure we can personally receive your application package. If the office is locked, you may place everything, **including the required fees**, into an **appropriate sealed envelope**, and place it in the mail slot of the door. Please call and notify us that you have done so, and we will process it promptly.

# Application Information

## Background Checks

All applications are subject to a full credit report, criminal background check, social security identification verification, eviction history, and full rental and employment verifications, as appropriate.

## Approval Time Limit

In consideration for owners and other applicants, approved applicants must arrange to sign the lease and pay the move-in funds within 48 hours of notification, or we may approve another applicant.

## Funds Required to Move In

The first full month rent plus the deposit is due at lease signing. If tenancy begins on a date other than the 1<sup>st</sup>, the pro-rated amount of that partial month will be due the 1<sup>st</sup> of the second month. Example: If your tenancy begins on June 15, you will pay one month when the lease is signed, and half a month rent on July 1. Your normal rent rate will be due on August 1.

## Smoking

Please be aware that our lease agreements prohibit smoking inside our homes. Any smoking inside the home will be a material breach of our agreement subject to forfeiture of deposit for cleaning and smoke/odor remediation.

## Pets

Pets are negotiated on an individual basis according to the concerns of the property owner. All pets must have advance written permission and require additional deposit. We are not able to approve aggressive breed dogs as identified by the insurance industry due to liability issues.

## Renter's Insurance

We require that tenants attain and maintain a renter's insurance policy for your protection. Parker Property Management must be listed as additional insured and proof of coverage is required before keys are released.



Parker Property Management is committed to providing services without regard to race, color, religion, national origin, ancestry, age, sex, sexual orientation, familial status, physical handicap, disability or source of legal income.

Parker Properties: 1750 E. Bullard Ave. #104 Fresno, CA 93710 (NW Corner of Cedar & Bullard)

☐ Tenant  
☐ Guarantor

**Parker Properties**  
 1750 E. Bullard #104 Fresno, CA 93710  
**APPLICATION TO RENT**

Name of Applicant: \_\_\_\_\_

(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		Landlord Name		Landlord phone number	
Reason for moving out						Current rent \$ /Month	
2. Previous address				City		State Zip	
Date in		Date out		Landlord Name		Landlord phone number	
Reason for moving out						Rent at move-out \$ /Month	
3. Next previous address				City		State Zip	
Date in		Date out		Landlord Name		Landlord phone number	
Reason for moving out						Rent at move-out \$ /Month	
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	



☐ Tenant  
☐ Guarantor

Name of Applicant: \_\_\_\_\_

Name of your bank	Branch or address	Account Number	Type of Acct

Please list ALL of your financial obligations below.

Name of Creditor	Address	Phone Number	Monthly Pmt. 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? \_\_\_\_\_



☐ Tenant  
☐ Guarantor

Name of Applicant: \_\_\_\_\_

**NOTICE REGARDING CALIFORNIA INVESTIGATIVE CONSUMER REPORTING AGENCIES ACT**

☐ Landlord does not intend to request an investigative consumer report regarding the Applicant.

Unless the box above is checked, Landlord intends to request an investigative consumer report regarding the Applicant's character, general reputation, personal characteristics, and mode of living. Under Section 1786.22 of the California Civil Code, the files maintained on you by the investigative consumer agency shall be made available to you during business hours and on reasonable notice, provided you furnish proper identification, as follows: (1) You may appear at the investigative consumer reporting agency identified below in person, (2) you may make a written request for copies to be sent by certified mail to a specified addressee, or (3) you may make a written request for a summary of the file to be provided over the telephone. The agency may charge a fee, not to exceed the actual duplication costs, if you request a copy of your file. The agency is required to have personnel available to explain your file to you, and the agency must explain to you any coded information appearing in your file. If you appear in person, a person of your choice may accompany you, provided that this person furnishes proper identification. If you are accompanied by a person of your choosing, the agency may require you to furnish a written statement granting permission to the investigative consumer reporting agency to discuss your file in the other person's presence. The agency that will prepare the report(s) identified in this section is listed below:

**Starpoint Screening/The LIG Group**

**Name of Agency**

**25 E. Wright Street Suite 2503 Pensacola, FL 32501**

**Address of Agency**

If you would like a copy of the report(s) that is/are prepared, please check the box below:

☐ I would like to receive a copy of the report(s) that is/are prepared

If the box above is checked, Landlord agrees to send the report to Applicant within three (3) business days of the date the report is provided to Landlord. Landlord may contract with another entity to send a copy of the report.

**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 Landlord 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 Landlord to disclose tenancy information to previous or subsequent Landlords.**

Landlord will require a payment of \$ \$40 , 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      | \$ <u>\$33.15</u> |
| 2. Cost to obtain, process and verify screening information (may include staff time and other soft costs) | \$ <u>6.85</u>    |
| 3. Total fee charged  | \$ <u>\$40.00</u> |

The undersigned Applicant 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 \$ \_\_\_\_\_.

\_\_\_\_\_  
Date

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



☐ Tenant  
☐ Guarantor

Name of Applicant: \_\_\_\_\_

## RECEIPT FOR TENANT SCREENING AND/OR CREDIT CHECKING FEES

On \_\_\_\_\_, Landlord received \$\_\_\_\_\_ from the undersigned, hereinafter called "Applicant,"  
(Date)

who offers to rent from Landlord the premises located at:

\_\_\_\_\_, Unit # (if applicable) \_\_\_\_\_  
(Street Address)

\_\_\_\_\_, CA \_\_\_\_\_  
(City) (Zip)

Payment 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 (cannot exceed the amount fixed by law)  | \$ _____ |

### For Landlord Use Only

Screening fees paid by: ☐ Cash ☐ Personal Check ☐ Cashier's Check ☐ Money Order

☐ Credit Card # (Last 4 digits only) \_\_\_\_\_ MC/VISA/AMEX Expiration Date: \_\_\_\_\_

Parker Property Management ☐ by \_\_\_\_\_, David Parker Properties, Inc. Agent for Landlord  
Landlord Individual Signing for Landlord Management Co. (If Applicable)

\_\_\_\_\_  
Date

## 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.caanet.org  
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Unauthorized Reproduction of  
Blank Forms is Illegal.



# Parker Property Management

## CRIMINAL ACTIVITY ADDENDUM

Have you or any member of your household ever been convicted of a felony or pled guilty or "no contest" to a felony, whether or not resulting in a conviction?

Yes \_\_\_\_ No \_\_\_\_

Have you or any member of your household ever been convicted of, or pled guilty or "no contest" to, engaging in the illegal manufacture, sale, distribution, use, or possession of an illegal drug or controlled substance, whether or not resulting in a conviction?

Yes \_\_\_\_ No \_\_\_\_

Have you or any member of your household ever been convicted of, or pled guilty or "no contest" to, a criminal complaint involving sexual misconduct, whether or not resulting in a conviction?

Yes \_\_\_\_ No \_\_\_\_

Have you or any member of your household ever been convicted of, or pled guilty or "no contest" to, engaging in acts of violence or threats of violence, including, but not limited to, unlawful activity involving weapons or ammunition, whether or not resulting in a conviction?

Yes \_\_\_\_ No \_\_\_\_

All questions must be answered. If you have answered "yes" to any question, please provide an explanation below. Include the date, circumstances, and the nature of the offense.

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## CONSENT & VERIFICATION

I understand that my occupancy is contingent upon meeting management's resident selection criteria and housing program requirements. All information supplied here or elsewhere will be used to determine my household's eligibility for housing. I authorize the verification of all such information. I consent to allow owner/agent to disclose any information obtained to previous, current, or subsequent owners/agents, law enforcement, and any others owner/agent deems appropriate.

I further understand that providing any false, fraudulent, misleading, or incomplete information can cause a delay in processing and may be grounds for denial of tenancy; or in the event that I become a tenant, or I am an existing tenant, would be considered a material breach of my rental agreement and can be used as grounds to immediately terminate my tenancy. I further understand that criminal and/or other background searches may be performed at any time, including, but not limited to, the time of lease renewal and/or recertification, and may be used to determine my household's eligibility for continued housing.

Any "yes" response on this addendum may lead to rejection of my application or the immediate termination of my tenancy for cause if I am a current resident. I declare that all information and answers supplied during the application/recertification process by me, or on my behalf, including, but not limited to, the answers to the above-noted questions, are true and correct.

Date \_\_\_\_\_

Signature \_\_\_\_\_