

Yucaipa Valley Real Estate & Property Management

34161 Yucaipa Blvd. - Suite A, Yucaipa CA 92399

Phone # (909) 790-1913 -- FAX (909) 790-1103

To all Prospective Tenants:

PLEASE REMOVE THIS COPY TO KEEP FOR FUTURE REFERENCE.

Per an Agreement between Owners of Rental Properties and our Property Management Department, the following Policies apply on all Rental Properties:

1 - If you are interested in applying for an available property, an Application must be completed by each adult applicant. **EACH APPLICATION MUST BE SUBMITTED WITH A COPY OF YOUR DRIVERS LICENSE, SOCIAL SECURITY CARD AND A \$22.00 NON-REFUNDABLE CREDIT CHECK FEE BY CASH, OR MONEY ORDER, MADE PAYABLE TO YUCAIPA VALLEY REAL ESTATE.** Upon submitting the Application(s), **with no exceptions, we must meet all parties who would be occupying the property.**

2 - Applications are processed in the order in which they are received. However, properties are not rented on a first-come, first-serve basis. The decision will be based on **income verification, employment, credit, past rental history and which application would best meet the requirements of the owner and property.** **PROCESSING WILL TAKE FROM 2 TO 3 WORKING DAYS.** **PLEASE DO NOT CHECK WITH US BEFORE THAT TIME.**

3 - By law, we are not allowed to give you a copy of your credit report. If you wish to question any items on your report, you may contact the credit company, Your Credit Check, at 1-866-666-8833.

4 - **Omission of any section of the Application will delay the processing.** If you feel an explanation is needed regarding your credit or income, please make a thorough notation on the back of the application.

5 - If your application is accepted, we will complete a Rental Agreement for your signatures. **ALL ADULTS MUST BE PRESENT WHEN SIGNING THE AGREEMENT.** **Also, at this time, prior to occupancy, you will be required to pay the First Month's Rent and Security Deposit. Some property owners require a Last Month's Rent as well. If so, you will be notified accordingly.**

6 - In addition, if you have an indoor or outdoor pet, and the owner allows a pet at the property, there will be a **Required Deposit of \$100.00 per pet.** The total amount will be due upon signing the Rental Agreement.

7 - **The Rent and Deposits shall be made payable to YUCAIPA VALLEY REAL ESTATE in the form of a CASHIER'S CHECK, MONEY ORDER OR PERSONAL CHECK (NO CASH), with one exception: If, at any time, a personal check is returned NSF, no personal checks will be accepted thereafter.**

We appreciate the opportunity to assist you in finding a Rental Property. If you have any questions, please feel free to discuss them with us.

Debbie Neil

Property Management Supervisor

TENANT APPLICATION

TO BE COMPLETED BY ADULT APPLICANT #1

I AM INTERESTED IN RENTING THE PROPERTY LOCATED AT _____
AND I UNDERSTAND THE CURRENT MONTHLY RENT IS \$ _____.

ADULT APPLICANT #1: _____
YOUR PRESENT PHONE #: _____ **CELL #:** _____
YOUR PRESENT ADDRESS: _____

HOW LONG HAVE YOU LIVED THERE? _____ **PLEASE STATE THE REASON YOU ARE MOVING:** _____

NAME AND PHONE # OF THE OWNER OR MANAGEMENT COMPANY OF THE PROPERTY (THIS MUST BE VERIFIED): _____

MONTHLY RENTAL AMOUNT: \$ _____

YOUR PREVIOUS ADDRESS: _____

HOW LONG DID YOU LIVE THERE? _____ **PLEASE STATE THE REASON WHY YOU MOVED:** _____

NAME AND PHONE # OF THE OWNER OR MANAGEMENT COMPANY OF THE PROPERTY (THIS MUST BE VERIFIED): _____

MONTHLY RENTAL AMOUNT: \$ _____

BIRTH DATE: _____ SOCIAL SECURITY NUMBER: _____

DRIVER'S LICENSE NUMBER AND STATE: _____

PLACE OF EMPLOYMENT: _____

ADDRESS: _____

JOB DESCRIPTION: _____

HOW LONG HAVE YOU WORKED THERE? _____ WORK PHONE NUMBER: _____

WHAT IS YOUR SALARY PER MONTH? \$ _____ DO YOU HAVE ANY OTHER INCOME? _____ IF YES, PLEASE EXPLAIN: _____

PERSONAL REFERENCES:

NAME: _____

ADDRESS: _____

PHONE #: _____ **RELATIONSHIP:** _____

NAME: _____

ADDRESS: _____

PHONE #: _____ **RELATIONSHIP:** _____

NEAREST RELATIVE: _____

ADDRESS: _____

PHONE #: _____ **RELATIONSHIP:** _____

MOTHER'S MAIDEN NAME: _____

TO BE COMPLETED BY ADULT APPLICANT #2

I AM ALSO INTERESTED IN RENTING THE PROPERTY LOCATED AT

AND I UNDERSTAND THE CURRENT MONTHLY RENT IS \$ _____.

ADULT APPLICANT #2: _____

YOUR PRESENT PHONE #: _____ **CELL #:** _____

YOUR PRESENT ADDRESS: _____

HOW LONG HAVE YOU LIVED THERE? _____ **PLEASE STATE THE REASON YOU ARE MOVING:** _____

NAME AND PHONE # OF THE OWNER OR MANAGEMENT COMPANY OF THE PROPERTY (THIS MUST BE VERIFIED): _____

MONTHLY RENTAL AMOUNT: \$ _____

YOUR PREVIOUS ADDRESS: _____

HOW LONG DID YOU LIVE THERE? _____ **PLEASE STATE THE REASON WHY YOU MOVED:** _____

NAME AND PHONE # OF THE OWNER OR MANAGEMENT COMPANY OF THE PROPERTY (THIS MUST BE VERIFIED): _____

MONTHLY RENTAL AMOUNT: \$ _____

BIRTH DATE: _____ **SOCIAL SECURITY NUMBER:** _____

DRIVER'S LICENSE NUMBER AND STATE: _____

PLACE OF EMPLOYMENT: _____

JOB DESCRIPTION: _____

ADDRESS: _____

HOW LONG HAVE YOU WORKED THERE? _____ **WORK PHONE NUMBER:** _____

WHAT IS YOUR SALARY PER MONTH? \$ _____ **DO YOU HAVE ANY OTHER INCOME?** _____ **IF YES, PLEASE EXPLAIN:** _____

PERSONAL REFERENCES:

NAME: _____

ADDRESS: _____

PHONE #: _____ **RELATIONSHIP:** _____

NAME: _____

ADDRESS: _____

PHONE #: _____ **RELATIONSHIP:** _____

NEAREST _____ **RELATIVE:** _____

ADDRESS: _____

PHONE #: _____ **RELATIONSHIP:** _____

MOTHER'S MAIDEN NAME: _____

BOTH APPLICANTS TO COMPLETE THIS PAGE

OTHER APPLICANTS (INCLUDING CHILDREN):

NAME

AGE

SMOKER OR NON-SMOKER (PLEASE CIRCLE)

DO YOU HAVE PETS? _____ * **HOW MANY?** _____

WHAT KIND? _____

*** THERE WILL BE A PET DEPOSIT OF \$100.00 OR MORE PER PET (INDOOR OR OUTDOOR) VARIES PER PROPERTY**

YEAR AND MAKE OF AUTOMOBILE: _____

STATE WHERE REGISTERED: _____ **LICENSE #:** _____

YEAR AND MAKE OF SECOND AUTOMOBILE: _____

STATE WHERE REGISTERED: _____ **LICENSE #:** _____

IN CASE OF AN EMERGENCY AT THE PROPERTY AND YOU CANNOT BE REACHED, WHO WOULD YOU LIKE US TO CALL? _____

THEIR ADDRESS: _____

THEIR PHONE #: _____ **RELATIONSHIP:** _____

-OR-

THEIR ADDRESS: _____

THEIR PHONE #: _____ **RELATIONSHIP:** _____

HAVE EITHER OF YOU EVER:

FILED BANKRUPTCY? _____ **IF YES, IN WHAT YEAR?** _____

BEEN EVICTED? _____ **WHY?** _____

MADE LATE RENT PAYMENTS? _____ **IF YES, WRITE EXPLANATION ON BACK.**

EVER BEEN CONVICTED OF OR PLEADED NO CONTEST TO A FELONY? _____

IF YES, EXPLAIN _____

AUTHORIZATION TO VERIFY INFORMATION

I authorize the Owner of the property or Yucaipa Valley Real Estate to verify the above information, including but not limited to obtaining a Credit Report, Eviction Search and Criminal Search. If this application is approved, I agree to execute the required Rental Agreement and pay all sums due before occupancy.

Date: _____ **Applicant #1 signature:** _____

Date: _____ **Applicant #2 signature:** _____