



2100 28TH STREET
SACRAMENTO, CA 95818

PHONE: (916) 452-7535 | FAX: (916) 452-8884

RENTAL POLICY

A COMPLETE APPLICATION WILL BE NECESSARY FOR EACH ADULT APPLICANT OR MARRIED COUPLE.

EACH APPLICANT IS CHARGED AN APPLICATION FEE:

- **\$35.00 FOR ALL APPLICANTS OVER 18 YEARS OF AGE.**
- **\$50.00 FOR MARRIED APPLICANTS.**

THE FEE IS CHARGED TO COVER THE FOLLOWING EXPENSES:

WE RUN A REPORT WITH NATIONAL TENANT NETWORK TO CHECK FOR UNLAWFUL DETAINERS (EVICTIONS), AND/OR CREDIT SCORES.

- **VERIFICATION OF A MINIMUM OF 6 MONTHS OF EMPLOYMENT PLUS 2 1/2 TO 3 TIMES INCOME TO BE ABLE TO PAY RENT AND UTILITIES.**
- **VERIFICATION OF PAST RENTAL REFERENCES.**

PLEASE ALLOW AT LEAST 3 WORKING DAYS FOR THE APPLICATION TO BE PROCESSED. APPLICATIONS ARE RUN ON A 1ST RECEIVED BASIS. AN INCOMPLETE APPLICATION WILL NOT BE RUN.

APPLICANT AUTHORIZES GARCIA REALTY TO OBTAIN INFORMATION NEEDED TO QUALIFY HIM OR HER FOR PROPERTY RENTAL. A PICTURE ID WILL BE COPIED WITH EACH APPLICATION.

THE FIRST MONTH'S RENT AND SECURITY DEPOSIT ARE REQUIRED IN THE FORM OF CASH, MONEY ORDER OR CASHIER'S CHECK MADE PAYABLE TO GARCIA REALTY. NO PERSONAL CHECKS!

- **ONCE THE DEPOSIT IS RECEIVED, IF FOR ANY REASON YOU WANT TO CANCEL THE APPLICATION, FIFTY PERCENT (50%) OF THE DEPOSIT WILL BE FORFEITED.**

ANIMAL POLICY:

- **PETS ARE ALLOWED SUBJECT TO PROPERTY OWNER APPROVAL. OWNERS MAY DEMAND RENTER'S INSURANCE FOR ANIMAL.**
- **ALL PETS MUST BE REGISTERED WITH THE CITY/COUNTY OF WHERE THE RENTAL IS LOCATED.**
- **COPY OF THE LICENSE AND ALL VACCINATIONS, INCLUDING RABIES, MUST BE SUBMITTED TO GARCIA REALTY UPON SIGNING OF THE LEASE.**



APPLICATION TO RENT/SCREENING FEE

(C.A.R. Form LRA, Revised 11/12)

I. APPLICATION TO RENT

THIS SECTION TO BE COMPLETED BY APPLICANT. A SEPARATE APPLICATION TO RENT IS REQUIRED FOR EACH OCCUPANT 18 YEARS OF AGE OR OVER, OR AN EMANCIPATED MINOR.

1. Applicant is completing Application as a (check one) tenant, tenant with co-tenant(s) or guarantor/co-signor.
Total number of applicants _____

2. PREMISES INFORMATION
Application to rent property at _____ ("Premises")
Rent: \$ _____ per _____ Proposed move-in date _____

3. PERSONAL INFORMATION

A. FULL NAME OF APPLICANT _____

B. Date of Birth _____ (For purpose of obtaining credit reports. Age discrimination is prohibited by law.)

C. Social security No. _____ Driver's license No. _____
State _____ Expires _____

D. Phone number: Home _____ Work _____ Other _____

E. Email _____

F. Name(s) of all other proposed occupant(s) and relationship to applicant _____

G. Pet(s) or service animals (number and type) _____

H. Auto: Make _____ Model _____ Year _____ License No. _____ State _____ Color _____
Other vehicle(s): _____

I. In case of emergency, person to notify _____
Relationship _____
Address _____ Phone _____

J. Does applicant or any proposed occupant plan to use liquid-filled furniture? No Yes Type _____

K. Has applicant been a party to an unlawful detainer action or filed bankruptcy within the last seven years? No Yes
If yes, explain _____

L. Has applicant or any proposed occupant ever been convicted of or pleaded no contest to a felony? No Yes
If yes, explain _____

M. Has applicant or any proposed occupant ever been asked to move out of a residence? No Yes
If yes, explain _____

4. RESIDENCE HISTORY

Current address _____	Previous address _____
City/State/Zip _____	City/State/Zip _____
From _____ to _____	From _____ to _____
Name of Landlord/Manager _____	Name of Landlord/Manager _____
Landlord/Manager's phone _____	Landlord/Manager's phone _____
Do you own this property? <input type="checkbox"/> No <input type="checkbox"/> Yes	Did you own this property? <input type="checkbox"/> No <input type="checkbox"/> Yes
Reason for leaving current address _____	Reason for leaving this address _____

5. EMPLOYMENT AND INCOME HISTORY

Current employer _____	Previous employer _____
Current employer address _____	Prev. employer address _____
From _____ To _____	From _____ To _____
Supervisor _____	Supervisor _____
Supervisor phone _____	Supervisor phone _____
Employment gross income \$ _____ per _____	Employment gross income \$ _____ per _____
Other income info _____	Other income info _____

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LRA REVISED 11/12 (PAGE 1 OF 2)

Applicant's Initials (_____) (_____)

Reviewed by _____ Date _____



APPLICATION TO RENT/SCREENING FEE (LRA PAGE 1 OF 2)

Property Address: _____ Date: _____

6. CREDIT INFORMATION

Name of creditor	Account number	Monthly payment	Balance due

Name of bank/branch	Account number	Type of account	Account balance

7. PERSONAL REFERENCES

Name _____ Address _____
 Phone _____ Length of acquaintance _____ Occupation _____
 Name _____ Address _____
 Phone _____ Length of acquaintance _____ Occupation _____

8. NEAREST RELATIVE(S)

Name _____ Address _____
 Phone _____ Relationship _____
 Name _____ Address _____
 Phone _____ Relationship _____

Applicant understands and agrees that: (i) this is an application to rent only and does not guarantee that applicant will be offered the Premises; (ii) Landlord or Manager or Agent may accept more than one application for the Premises and, using their sole discretion, will select the best qualified applicant, and (iii) Applicant will provide a copy of applicant's driver's license upon request.

Applicant represents the above information to be true and complete, and hereby authorizes Landlord or Manager or Agent to: (i) verify the information provided; and (ii) obtain credit report on applicant.

If application is not fully completed, or received without the screening fee: (i) the application will not be processed, and (ii) the application and any screening fee will be returned.

Applicant _____ Date _____ Time _____

Return your completed application and any applicable fee not already paid to: _____
 Address _____ City _____ State _____ Zip _____

II. SCREENING FEE

THIS SECTION TO BE COMPLETED BY LANDLORD, MANAGER OR AGENT.

Applicant has paid a nonrefundable screening fee of \$ _____, applied as follows: (The screening fee may not exceed \$30.00, adjusted annually from 1-1-98 commensurate with the increase in the Consumer Price Index. A CPI inflation calculator is available on the Bureau of Labor Statistics website, www.bls.gov. The California Department of Consumer Affairs calculates the applicable screening fee amount to be \$42.06 as of 2009.)

\$ _____ for credit reports prepared by _____;
 \$ _____ for _____ (other out-of-pocket expenses); and
 \$ _____ for processing.

The undersigned has read the foregoing and acknowledges receipt of a copy.

Applicant Signature _____ Date _____

The undersigned has received the screening fee indicated above.

Landlord or Manager or Agent Signature _____ BRE Lic. # _____ Date _____

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Reviewed by _____ Date _____





Landlord Protection Service
(800) 525-1988 Fax: (800) 834-5454

CREDIT / UD ONLY

CLIENT: GARCIA REALTY

Phone #: (916) 452-7535

ACCOUNT #: K6047

EQUAFAX # X99

Fax #: (916) 452-8884

By execution of this application, I hereby authorize Landlord Protection Service to run a consumer credit report.

LAST NAME: _____

FIRST NAME: _____

MIDDLE NAME/INITIAL: _____

SOCIAL SECURITY #: _____

DATE OF BIRTH: _____

CURRENT ADDRESS: _____

CITY/STATE/ZIP: _____

PREVIOUS ADDRESS: _____

CITY/STATE/ZIP _____

IN ORDER TO COMPLY WITH THE CREDIT REPORTING ACT, THE APPLICANT MUST READ AND SIGN THIS FORM BELOW. ORIGINAL SIGNATURE ON THIS FORM IS MANDATORY.

In compliance with the Fair Credit Reporting Act, we are informing you that information as to your character, general reputation and mode of living will be verified. I, as the applicant, represent that the facts set forth on this document are true and complete. I, as the applicant, agree that a complete investigation of all of the information on this document will not constitute an invasion of privacy. I authorize Landlord Protection Service to obtain credit reports, criminal background information and unlawful detainer histories as they pertain to me. Landlord Protection Service has my permission to release information found in this screening process.

Applicant Signature

Date

SIGNATURE OF MANAGER

Date

PET APPLICATION

I hereby apply for permission to keep the following pet(s) in the residence I am renting (leasing) at: _____

Type of pet(s) _____

Height _____ Weight _____

License Number _____

⚠ Please attach copy of License and a copy of Rabies vaccination

Responds to the name of _____

I understand that if such permission is granted, I will be required to pay an additional security deposit in the amount of \$400 which may be used to defray the cost of repairing any damages to the property and I will also be required to pay an additional rent in the amount of \$10 per month.

Should my pet(s) prove to be a nuisance to my neighbors or should I not comply with the Rules for Pets, as outlined below, I understand that I may be required to dispose of the pet(s) or vacate the property within 30 days.

Rules For Pets

- ⚠ All pets must be registered with the city/county and Garcia Realty.
- ⚠ No pets are permitted outside the residence unless on a leash or behind a fenced yard.
- ⚠ Any droppings must be picked up by the owner of the pet(s) and disposed of in a sanitary manner.
- ⚠ Feeding dishes are not permitted to be left outside overnight. (encourages rodents and pests.)

Renter/Leasee Signature: _____

Property Address: _____