

# APPLICATION TO RENT - PROPERTY CARE, INC.

\$40.00 Non-Refundable Processing Fee Per Person. Applicants Photo Identification is Required Upon Submitting Application. Copy will be Retained.  
 How Did You Hear About This Property? (Check One)     Internet     Office     Rental List     Sign     Newspaper     Friend

ADDRESS OF PROPERTY DESIRED: \_\_\_\_\_

Name: (Last)		(First)	(Middle)
Date of Birth:	Social Security #:		Home Phone: (    )
Drivers License No:			Work Phone: (    )
Spouse Name: (Last)		(First)	(Middle)
Date of Birth:	Social Security #:		Home Phone: (    )
Drivers License No:			Work Phone: (    )
Present Address:		City:	State:    Zip:
Date In:	Landlord/Manager:		Phone No: (    )
Rent:	Date Paid:	Reason for Leaving:	
Previous Address:		City:	State:    Zip:
Date In:	Date Out:	Landlord/Manager:	Phone No: (    )
Rent:	Date Paid:	Reason for Leaving:	
<b>PROPOSED OCCUPANTS INCLUDING YOURSELF (List Below)</b>		<b>APPLICANT AGREES TO MOVE IN BY—DATE:</b>	
NAME		AGE	NAME
Employer Name:		Spouse Employer Name:	
Employer Address:		Employer Address:	
Phone: (    )		Phone: (    )	
Supervisor:		Supervisor:	
How long with this Employer?		How long with this Employer?	
Present Occupation:		Spouse Occupation:	
Previous Employer:		Spouse Prev. Employer:	
Employer Address:		Employer Address:	
Phone: (    )		Phone: (    )	
Self Employed? (Need 1040's)		Self Employed? (Need 1040's)	
Current Gross Income: \$    Per: Wk /Mo /Yr		Current Gross Income: \$    Per: Wk /Mo /Yr	
Other Income: \$    Per: Wk /Mo /Yr		Other Income: \$    Per: Wk /Mo /Yr	
Please answer the following questions. If you answer <b>Yes</b> to any of these, explanation is required:			
1. Have you ever filed a petition for bankruptcy? _____ 2. Have you ever been evicted from a tenancy or had an eviction notice? _____ 3. Have you ever intentionally refused to pay rent when due? _____ 4. Have you ever defaulted any obligation of a mortgage, rental agreement or lease? _____ 5. Have you ever been convicted of a misdemeanor or felony, other than a traffic or parking violation? _____ 6. Have you ever been convicted of the illegal use, manufacture or distribution of a controlled substance? _____ 7. Are you a registered sex offender? _____			

Do you have the full amount of rent and deposits? \_\_\_\_\_ Do you have pets? \_\_\_\_\_  
 Are you aware of the utilities you will be responsible for? \_\_\_\_\_ Do you use tobacco products? \_\_\_\_\_

**Applicant agrees 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 credit report and agrees to furnish additional credit references on request. "As required by law, you are hereby notified that a negative credit report may be submitted to a credit reporting agency if you fail to fulfill the terms of your credit obligation." Applicant further agrees to hold harmless Property Care Inc, present and future owners or managers from any liability for providing written or verbal information regarding the quality of tenancy. Applicant agrees that the landlord may terminate any agreement entered into in reliance on any misstatement made by applicant on this application. This property is offered in compliance with Federal, State and local anti-discrimination laws.**

**I/we have read and agree to all of the above.**

APPLICANT'S SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_  
 APPLICANT'S SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

Please Sign the below request for verification so that we may send or fax it to your employer, or landlord. This will expedite the processing of your application.

**AUTHORIZATION TO RELEASE INFORMATION TO PROSPECTIVE LANDLORD OR PROPERTY MANAGER**

TO: \_\_\_\_\_ (Employer) (Previous Employer) (Landlord) (Previous Landlord)  
\_\_\_\_\_  
\_\_\_\_\_

I/we, (print applicant name) \_\_\_\_\_, represent that I/we are herewith applying to rent a residential premises from Property Care, Inc.

It is important that my prospective landlord or property manager be provided with information regarding my employment with the current or former employers or my tenancy with current or former landlords/property managers as listed on page one of this application.

You are authorized to speak with or communicate with the prospective landlord or property manager set forth within for the purpose of discussing any tenancy or verifying employment. There are no limitations or restrictions regarding what may be discussed or revealed to my prospective landlord or property manager.

I/we hereby hold the named parties free and harmless of any liability for providing written or verbal information and/or discussing the qualifying of my tenancy with my prospective landlord or property manager.

Dated: \_\_\_\_\_ Signed: \_\_\_\_\_  
Prospective Tenant

Dated: \_\_\_\_\_ Signed: \_\_\_\_\_  
Prospective Tenant

**For Employers:**

Date of Hire: \_\_\_\_\_ Date of Termination: \_\_\_\_\_

Income: \_\_\_\_\_ (Yr) (Mo) (Yr) Name of Person Replying: \_\_\_\_\_

**For Landlords/Property Managers:**

Date of Occupancy: \_\_\_\_\_ Date Vacated: \_\_\_\_\_

Did the tenant submit a 30-day notice? \_\_\_\_\_ Rental Amount: \_\_\_\_\_

Did tenant leave the property in good condition? \_\_\_\_\_ Would you rent to tenant again? \_\_\_\_\_

Number of Late Notices: \_\_\_\_\_ Was an Unlawful Detainer Action Filed: \_\_\_\_\_

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Name of person supplying this information: \_\_\_\_\_

**Please return to: Property Care, Inc.  
39180 Liberty St, Ste 124  
Fremont, CA 94538 (Fax) 510-494-9099 or Call: (510) 494-9001**

# PROPERTY CARE, INC.

## Application Requirements

- Applicant:** All occupants 18 years and older are required to fill out an application.
- Age:** Applicants must be at least 18 years old.
- Processing Fee:** A processing fee of \$40.00 per applicant (in cash or money order) must accompany each application.
- Household:** For homes with at least 2 bedrooms, the household size is limited to 2 persons per bedroom minus 1. For studio and 1 bedroom homes, the household size is limited to 2 persons.
- Income:** Legal and verifiable household income of at least three times the monthly rental rate.
- Employment:** If employed less than one year, we will also verify previous employment records. Self-employed persons will be required to submit their last two year's income tax returns (IRS 1040) (signed). Self-employed tenants shall also complete IRS form 4506-T requesting a transcript be sent to Property Care, Inc.
- Previous Residence:** A payment history of not less than six months in a timely manner in the same location and favorable rental references from at least two previous addresses.
- Rent:** Rent is due and payable in full on the first of each month.
- Cash:** We do NOT accept cash for security deposits, rent, late rent fees, etc. Initial deposit and rent shall be in the form of money orders or cashier's checks. Thereafter, personal checks will be accepted.
- Pets:** No dogs, cats, birds, reptiles, rodents, fish or exotic animals are permitted on most of our properties. Documentation must be supplied for all 'Service' animals.
- Subletting:** No subletting is allowed for any property.
- Credit Status:** We will access and verify your credit through national credit reporting agencies. Application may be denied for any of the following reasons:
1. False information on the application.
  2. Incomplete or unsigned rental application.
  3. Household income insufficient to cover 3 times rent.
  4. Credit report contains I-9's, collections, bankruptcies, judgments, or liens.
  5. Two or more "60-days late" on credit report.
  6. Any current dispute with landlords or prior evictions.
  7. Other unfavorable rental references.
  8. Conviction of misdemeanor or felony, other than traffic or parking violations.
  9. Registered Sex Offender.
  10. Unverifiable employment or income.
  11. Expressing hostility or demonstrating abusive behavior or language with management staff during application processing.
- Possession:** If approved, no rental agreement shall be in effect until all agreements are signed by all applicants and funds have been received. Possession must be within 3 days of approval for all vacant properties. Rent begins the day possession is delivered.

# PROPERTY CARE, INC.

## Questions and Answers

**How long does it take to process an application?** It takes approximately 2 to 3 business days to process an application. Make sure the information you provide is accurate. The time frame may be extended if your landlord or employment references are either uncooperative or unavailable. An application would be denied if the information you provide to us could not be verified in a timely manner.

**On what basis will my application be screened?** By the size of your household, credit history, rental history, criminal record, income and expenses.

**How do you verify my income if I am self-employed?** Self-employed persons need to submit their last two years tax returns documenting income sufficient to pay the monthly rent.

**What is the most common procedure for renting a property?** First, drive by the property to be sure that the neighborhood is suitable and the appearance of the home is acceptable. Then call the management office to either schedule an appointment for viewing the interior of home, or find out the time and date of scheduled showings (open houses.)

**Can I submit an application even if there is not a property immediately available that I like?** Yes. You may submit an application to be approved for a future available property. The processing fees will not be refunded, even if no properties become available that suit your needs.

**If I meet all rental qualifications and I want to put a deposit on a rental property, will you hold the property for me until I want to move in?** Not necessarily. Your application would be approved for a property subject to a definite agreeable date for starting rental payments. Properties are not held for any extended period or time, usually a maximum of three days. If property is occupied, the agreement would be set to begin your rental period upon present occupant's departure.

**After I rent a property, how do I get maintenance?** Notify your property management office of the problem and the property management clerk will advise you of the procedure for the problem you are having.

**If it is easier for me, can I make repairs I think are needed and deduct from the rent?** No. The rental agreement does not permit the tenant to fix or alter the rental property **in any manner** without the consent of the landlord.

**May I change the paint, carpets or drapes if they do not suit me?** No. The rental agreement does not permit the tenant to fix or alter the rental property **in any manner** without the consent of the landlord. The property is being rented in its present condition. If the property does not suit you, do not make an application to rent.

**Will the property be clean and ready for occupancy?** All our properties are professionally cleaned and sanitized prior to any new occupant taking possession.

**If I have an emergency, such as fire or smoke, what do I do?** Call **911** immediately. For any life-threatening emergency, call emergency services at **911** immediately. After their response, then notify the management company.

**I need to move, what is the procedure?** Depending on the status of your lease, whether it's a month-to-month or a fixed term, you will need to contact the management office for cleaning and vacating instructions. Tenants are required to provide a 30-days written notice of their intent to end their tenancy (no exceptions). Tenants are responsible for paying rent to the end of their fixed term lease, or if month-to-month, tenants are responsible for paying each day's rent in the "Notice to Vacate" time period. Each unit is considered occupied and rent will be charged until all keys and other opening devices (remotes) are returned to the management office.