



Rental Criteria & Qualifications for Residency

In compliance with State and Federal Housing Guidelines, properties managed JR&K. do not discriminate on the basis of race, color, religion, sex, handicap, familial status, sexual orientation, or natural origin.

A SEPARATE RENTAL APPLICATION MUST BE PROCESSED FOR EACH APPLICANT 18 YRS OF AGE AND OLDER. IN ADDITION, A FEDERAL GOVERNMENT PHOTO ID MUST BE VERIFIED PRIOR TO PROCESSING. All approved Applicants are required to obtain and show proof of valid Renters Insurance for this residence upon move in.

Application to Rent & Holding Deposit

An application fee of \$ 60.00 is hereby submitted for the cost of processing this application, to obtain credit history and other background information.

The amount charged is itemized as follows:

1. Actual Cost to credit report, unlawful detainer (eviction) search, and/or other screening reports \$25
2. Cost to obtain, process and verify all screening information (may include staff time and other softs costs) \$35
3. Total fee charged \$60.00

The application fees are as follows: \$60 per applicant. Application fees are non-refundable. **A \$300.00 holding deposit shall be retained by the Landlord to hold the unit.** Once Landlord receives Holding Deposit, the unit identified will be taken off the rental market and reserved. If Applicant withdraws application prior to execution of Lease, this Lease Reservation (Hold) Deposit will be forfeited unless cancellation is received within 48 hours from date applied. Refundable: Security Deposit is only refundable when certain criteria are met. Once an Offer to Rent, Rental Criteria & Qualifications for Residency, or lease has been signed on an apartment, the terms of the Offer to Rent or lease are in effect.

WE DO NOT ACCEPT CASH. ALL PROCESSING FEES MUST BE PAID BY MONEY ORDER, CHECK OR CASHIER'S CHECK. Those properties set up with online payment processing, will adhere to online payment and online application processing only.



Qualifying Criteria

INCOME & PROOF THEREOF:

Gross income per unit must be **THREE (3) times the amount of the monthly rent**. You will need to provide your 3 most recent consecutive paycheck stubs. Other acceptable forms of verifiable income may include: court ordered child support or spousal support, if self-employed, your current year's tax return, social security income (SSI), GI benefits, pensions, disability payments, trust funds, assets. Three current consecutive bank statements (all pages) that must have monthly deposits equivalent to three times amount of rent. Or other legal sources of income received on a regular basis that can be verified. For offer letters on new employments prospect must provide three most recent pay stubs from prior employer.

EMPLOYMENT:

You will need to show two (2) years current employment history or a verifiable source of income. (For acceptable sources of income, see "Income and Proof Thereof")

PROSPECTIVE RESIDENTS WHO MAY REQUIRE A FINANCIAL GUARANTOR, THE GUARANTOR MUST MEET THE FOLLOWING REQUIREMENTS:

- Must meet or provide all of the above
- Must have verifiable income equal to at least four times the rent
- Must have excellent credit
- Must have U.S residency

SELF EMPLOYED

- Must meet the requirements of the General Guidelines of "Income and Proof Thereof". Applicant must provide verifiable proof of income (income tax statements for the previous year; W2 & all applicable 1099's adding up to the required income). Current personal and business tax return, savings account, bank statements, showing a balance in cash equivalent to at least 3-months' rent. Applicant must provide written proof of any additional income that will add up to a minimum of 3 times the rent – this can include the amount of the interest generated by bank accounts on which they receive interest income; investment accounts on which they receive income, net rental income from property they own, or other regular verifiable income payments.

PROSPECTIVE RESIDENTS/STUDENTS OR OTHER APPLICANTS THAT MAY NOT HAVE SOCIAL SECURITY NUMBERS:

- Must meet the all requirements listed above in General Guidelines "Income and Proof Thereof". A I-20 showing proof of current enrollment in accredited educational program must be provided if the prospective resident cannot provide proof of 24 consecutive months of current rental history.



- If a prospective resident/student does not have a local guarantor but has been accepted through Credit Screening, the prospects must provide the following:
 - The equivalent of one-month rent as security deposit
 - Current bank statement(s) in the applicants name showing a current balance equal to at least 3 months rent
 - If the prospective applicant is a foreign student currently attending school in the United States, then they must provide valid I-20, showing enrollment in an accredited educational program and current passport for identification purposes.

RENTAL HISTORY:

We must be able to verify positive rental history at current/previous address. Home ownership/mortgage history must be verified on credit report. A current address is required for credit reports to be processed. If the applicant is not currently paying rent (for example, living with parents), an address of residence **must** be provided. Applicants **must** also include a previous residency address, even if the applicant was not paying rent. **All applications must include the city and zip code with your address information and current telephone numbers must be provided to contact current and former landlords.**

CREDIT:

A credit report will be processed on each applicant researching your credit history. To qualify for what is considered by Management to be “Approved Credit” resulting in approval with the minimum required Security Deposit, your report must receive a “Passing” grade as determined by Management’s contracted Applicant Screening Company. Should an applicant take exception with the credit findings, he or she is responsible for contacting the credit bureau per the provisions of the Fair Credit Reporting Act. The name and address of the credit screening company will be furnished upon request. A co-signer will not be accepted in the event your application has been denied for credit issues. Bankruptcies filed within the past two-(2) years and/or any unpaid judgments/liens will be grounds for denial of application. Discharged bankruptcies may be reviewed for consideration. Unpaid collections/charge-offs will also be grounds for denial of application. If any prospective resident has a conditional approval, based on the results of further investigation and after certain conditions are met, including the payment of additional deposit monies to bring the total security deposit equivalent of the maximum one month rent. If the investigation determines that the applicant(s) application has had any unlawful detainer filings up to & including eviction, money owed to a previous management company or landlord, or un-discharged bankruptcy the application will not be approved & the prospective resident will not be accepted.



Occupancy Standards

Below are the State of California’s Office of Housing and Urban Development’s (HUD) established guidelines and limits of occupants per apartment:

Studio/Jr. Bedroom	Maximum of Two (2) Persons
One Bedroom	Maximum of Three (3) Persons
Two Bedroom	Maximum of Five (5) Persons
Three Bedroom	Maximum of Seven (7) Persons

I hereby consent to allow JR&K Property Mgmt. LLC as Property Owner through its designated representative and its employees, to obtain and verify my credit information for the purpose of determining whether or not to lease me an apartment. I understand that should I lease an apartment, JR&K Property Mgmt. LLC and it’s agents shall have a continuing right to review my credit information, rental application, income verification, employment verification, criminal information, payment history and occupancy history for account review purposes.
Please sign that you have received a copy of this form and understand the criteria from which your application will be approved.

_____ Applicant’s Signature	_____ Date	_____ Applicant’s Signature	_____ Date
_____ Applicant’s Signature	_____ Date	_____ Applicant’s Signature	_____ Date
_____ Applicant’s Signature	_____ Date	_____ Applicant’s Signature	_____ Date
_____ Guarantor’s Signature	_____ Date	_____ Guarantor’s Signature	_____ Date



Owner/Agent's Signature Date