

Venture

Sotheby's

INTERNATIONAL REALTY

Application Fees of \$40.00 per person - Checks are payable to Wess Financial:

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date of Birth: \_\_\_\_\_

\_\_\_\_\_  
SS#

\_\_\_\_\_  
Current Address:

**Please attach the following items with your application:**

1. Copy of Driver's License

2. Copy of Recent Pay Stub

\*If Self-Employed - Previous 2 years tax statements and previous 3 months company bank statements

3. Signed Copy of Occupancy Standards Form

Thank you. Please return fax to 925.396.6183  
Email: [TriValleyManagement@yahoo.com](mailto:TriValleyManagement@yahoo.com)



**APPLICATION TO RENT/SCREENING FEE**  
(C.A.R. Form LRA, Revised 6/18)

**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. 1. Driver's License No. \_\_\_\_\_ State \_\_\_\_\_ Expires \_\_\_\_\_  
2. See section II, 2 for Social Security Number/Tax Identification Numbers. Such number shall be provided upon request from Landlord/Manager/Agent.
  - D. Phone Number: Home \_\_\_\_\_ Work \_\_\_\_\_ Other \_\_\_\_\_
  - E. Email \_\_\_\_\_
  - F. Name(s) of all other proposed occupant(s) and relationship to applicant \_\_\_\_\_
  - G. Pet(s)(Other than service or companion 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 asked to move out of a residence?  No  Yes  
If yes, explain \_\_\_\_\_
  - M. Has applicant or any proposed occupant ever been convicted of or pleaded no contest to a felony?  No  Yes  
If yes, explain \_\_\_\_\_  
(After completing a credit review, Landlord may consider the nature of the felony and the length of time since it occurred.)
4. **RESIDENCE HISTORY**

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

<p>Current employer _____ Current employer address _____ From _____ To _____ Supervisor _____ Supervisor phone _____ Employment gross income \$ _____ per _____ Other income info _____</p>	<p>Previous employer _____ Prev. employer address _____ From _____ To _____ Supervisor _____ Supervisor phone _____ Employment gross income \$ _____ per _____ Other income info _____</p>
---	--



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 receive more than one application for the Premises and, will select the best qualified applicant, and (iii) Applicant will provide a copy of applicant's driver's license or other acceptable identification 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 a credit report on applicant and other reports, warnings and verifications on and about applicant, which may include, but not be limited to, criminal background checks, reports on unlawful detainers, bad checks, fraud warnings, and employment and tenant history. Applicant further authorizes Landlord or Manager or Agent to disclose information to prior or subsequent owners and/or agents with whom applicant has had, or intends to have, a rental relationship.

**If application is not fully completed, or If section II, 2 is applicable and the application is received without the full screening fee: (I) the application will not be processed, and (II) the application and any portion of the screening fee paid will be returned.**

Applicant \_\_\_\_\_ Date \_\_\_\_\_ Time \_\_\_\_\_

Return your completed application and any applicable fee not already paid to: **Venture Sotheby's International Realty**  
Address **509 Main St** City **pleasanton** State **ca** Zip **94566**

**II. SCREENING FEE**

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

1.  Applicant will provide screening information and fee directly to Landlord/Manager/Agent's authorized screening service at \_\_\_\_\_

OR 2.  Applicant has paid a nonrefundable screening fee of **\$40.00**, 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.)

\$ **40.00** for credit reports prepared by **Appfolio/CT Credit** ;  
 \$ \_\_\_\_\_ for \_\_\_\_\_ (other out-of-pocket expenses); and  
 \$ \_\_\_\_\_ for processing.

Applicant Social Security Number/Tax Identification Number: \_\_\_\_\_

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

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

If 2 is selected, the undersigned has  has not received the screening fee indicated above.

Landlord or Manager or Agent Signature \_\_\_\_\_ DRE Lic. # \_\_\_\_\_  
 Date \_\_\_\_\_

© 1991-2018, California Association of REALTORS®, Inc. United States copyright law (Title 17 U.S. Code) forbids the unauthorized distribution, display and reproduction of this form, or any portion thereof, by photocopy machine or any other means, including facsimile or computerized formats.  
 THIS FORM HAS BEEN APPROVED BY THE CALIFORNIA ASSOCIATION OF REALTORS® (C.A.R.). NO REPRESENTATION IS MADE AS TO THE LEGAL VALIDITY OR ACCURACY OF ANY PROVISION IN ANY SPECIFIC TRANSACTION. A REAL ESTATE BROKER IS THE PERSON QUALIFIED TO ADVISE ON REAL ESTATE TRANSACTIONS. IF YOU DESIRE LEGAL OR TAX ADVICE, CONSULT AN APPROPRIATE PROFESSIONAL.

**R E D O C** Published and Distributed by:  
 REAL ESTATE BUSINESS SERVICES, INC.  
 a subsidiary of the California Association of REALTORS®  
 525 South Virgil Avenue, Los Angeles, California 90020

**LRA REVISED 6/18 (PAGE 2 OF 2)**

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

Produced with zipForm® by zipLogix 18070 Fifteen Mile Road, Fraser, Michigan 48026 [www.zipLogix.com](http://www.zipLogix.com)

2444 Lunada Ln



# Venture

# Sotheby's

INTERNATIONAL REALTY

## Occupancy Standards for Residential Applications

*It is Venture Sotheby's International Realty, policy to actively pursue and offer equal housing for all persons regardless of race, color, religion, sex, national origin, familial status, disability or any other federal, state and local laws regarding fair housing.*

\*All applicants are required to meet the following Occupancy Standards:

### A. POLICIES:

1. All persons leasing an apartment, condo or single-family residence must be of legal age – **18 years or older** – to sign a contract.
2. Provide photo copy of picture ID for each person 18 years and older.
3. Incomplete applications, lies & omissions on application are grounds for denial.
4. Everyone over the age of 18 years old are required to fill out a rental application

### B. INCOME REQUIREMENTS – The gross income to rent ratio to qualify is 3 to 1.

1. Applicants must have current, consistent and verifiable employment of at least 6 months. Please provide copies of at least 3 current consecutive pay stubs.
2. Self-employed applicants must provide the following:  
2 years tax statements and 3 months company bank statements.
3. Retired applicants must prove the following:
  - a. Previous 3 months bank statements indicating the monthly direct deposit.
  - b. **OR**, provide the documentation indicating monthly income, i.e. government letter of social security, disability income, or retirement (i.e. welfare, child support, alimony, etc.)

### C. VERIFIABLE RESIDENCY – Applicants must have 1 year with good payment and rental history.

1. Recent college graduates may qualify without rental history only if all other criteria are met.
2. Relatives are not acceptable rental references.
3. Daytime phone numbers are needed for rental references.
4. If you do not have landlord references but have sold your home, give the name of the Real Estate Agent who listed and sold your house. If you own a house that you are now renting, indicate the person managing the property and their phone number. Provide the rent or mortgage payment amount as well as length of residency and circle which applies.
5. Should the credit report come back with an "Address Discrepancy," applicants must provide proof of their current address, Acceptable forms of proof include: driver's license or valid state ID, current lease or mortgage statement, home utility or insurance bill, or a pay stub dated within the past 30 days.

### D. CREDIT CHECK – All applicants must have a favorable credit rating for the past two years.

1. Credit rating must be approved by landlord. Credit scores under 650 or below may not be accepted.
2. Applicants with a tax lien, repossession, foreclosure, discharged personal bankruptcy, collections or less than favorable credit ratings may be accepted with a required payment of last month's rent.
3. Applicants will not be accepted for the following derogatory credit records: Eviction and/or moneys owed to landlord.
4. Bankruptcies must be discharged 2 years prior to application.

### E. CRIMINAL BACKGROUND CHECK

1. All applicants will be subject to a background check.

**PETS**

1. Each property owner decides individually whether pets are allowed at a particular property. To reduce the risk of damage.
2. Because many insurance companies have determined there to be a greater risk of liability from certain breeds of dogs, we generally will not allow Rottweiler, German Shepard, and Pit-bull in a rental property.
3. If we allow you to keep a pet, you will be charged an increase deposit for each pet. Also, tenant agrees to provide proof of licensing and vaccination.
4. Items above does not apply if you have a service or companion/emotional Support Animals. Documentation of the disability and need for the animal from an appropriate third party may be required.

**APPLICATION FEE – NON – REFUNDABLE**

1. **\$40.00 Cash for each applicant. Paypal is also available online.**
2. Any persons age 18 or older are considered individual applicants (i.e. spouse, co-signers, roommates or family member must pay a separate application fee).

**APPLICATION ACCEPTANCE**

1. First completed application received and first qualified will be processed in order of receipt unless the owners request to view all applications.
2. Upon acceptance of application, a holding fee is required to hold the property until move-in. This holding fee is non-refundable should the applicant decide not to rent the property.
3. Holding fee payment must be a **money order or cashler's check only, made payable to Venture Sotheby's International Realty** and provided within 24 hours after notification of approved application.
4. **Security Deposit is due within 48 hours and must be paid by money order or cashier check only.**
5. Rental insurance is Required

\_\_\_\_\_  
**Applicant**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Co-Applicant**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Received By:**

**Property Management Division**

**Venture | Sotheby's International Realty**

\_\_\_\_\_  
**Date**