

# PPM APPLICATION INSTRUCTIONS

PLEASE READ CAREFULLY BEFORE FILLING OUT AND SUBMITTING YOUR APPLICATION.

1. Please complete the application. Incomplete applications or **unsigned applications** will not be processed and will delay the approval time.
2. A complete application is required for anyone over the age 18 years old who will be living at the property.
3. **Only original signatures are allowed. No e-signatures will be accepted.** Applications can be submitted in person at the office, fax, or email it and must be accompanied with the full application fee.
4. **Applications fee is \$40 per application.** Please note applications fees are non-refundable and is not a guarantee to rent the property. The fee is to be submitted at the time of your application.
5. The application process and approval is approximately 1-5 business days depending on the number of applications, response times to your references, employment request or timely submission of documents from the applicant.
6. We conduct business under the Federal Fair Housing Law.
7. Most properties are a 12-month lease
8. If you apply with a roommate and are denied because of the roommates have negative references, you will also be denied and cannot reapply again for six months.
9. All Properties that allow pets are required to pay an additional \$500 deposit per pet. No Pit Bulls or dogs that are considered a vicious breed are allowed on any of our properties.

## Qualification

- Must have good credit. Minimum of 80% positive credit
- Verifiable income of 3Xs the rent. Verified through 2 months of paystubs or the first two pages of your 1040.
- Good rental references of one year or home ownership.

## APPLICATION TO RENT

(all sections must be completed)

Individual applications required from each occupant 18 years of age or older.

LAST NAME		FIRST NAME		MIDDLE NAME		SOCIAL SECURITY NUMBER	
OTHER NAMES USED IN THE LAST 10 YEARS				WORK PHONE NUMBER		HOME PHONE NUMBER (     )	
DATE OF BIRTH		EMAIL				MOBILE/CELL PHONE NUMBER (     )	
DRIVER'S LICENSE NO.		EXPIRATION		STATE		OTHER ID	
1 PRESENT ADDRESS			CITY			STATE     ZIP CODE	
DATE IN		DATE OUT		OWNER/MGR NAME		OWNER/MGR PHONE NO. (     )	
REASON FOR MOVING							
2 PREVIOUS ADDRESS			CITY			STATE     ZIP CODE	
DATE IN		DATE OUT		OWNER/MGR NAME		OWNER/MGR PHONE NO. (     )	
REASON FOR MOVING							
3 NEXT PREVIOUS ADDRESS			CITY			STATE     ZIP CODE	
DATE IN		DATE OUT		OWNER/MGR NAME		OWNER/MGR PHONE NO. (     )	
REASON FOR MOVING							

PROPOSED OCCUPANTS	NAME	NAME
LIST ALL IN ADDITION TO YOURSELF		

WILL YOU have pets?	DESCRIBE	WILL YOU HAVE liquid filled furniture?	DESCRIBE
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am  am not a member of the Armed Forces (including the National Guard and Reserves).

<b>A</b>	Present occupation or source of income	Employer name
	How long with this employer	Supervisor's Phone # (     )
	Name of your supervisor	City, State ZIP
<b>B</b>	Prior occupation	Employer name
	How long with this employer	Supervisor's Phone # (     )
	Name of your supervisor	City, State ZIP

Current gross income \$	PER	<input type="checkbox"/> Week <input type="checkbox"/> Month <input type="checkbox"/> Year	<b>Please list ALL of your financial obligations below</b>
Name of your bank		Branch or Address	
		checking	
		savings	



555 Oakdale Street #C  
 Folsom, CA 95630  
 916-353-1900 office  
 916-353-1991 fax

Name of creditor	Address	Phone Number	Mo. pymt. amt.
		( )	
		( )	
		( )	
		( )	
		( )	
		( )	

In case of emergency, notify:	Address	Phone	City	Relationship
1.		( )		
2.		( )		
Personal References:	Address	Phone	Length of Acquaintance	Occupation
1.		( )		
2.		( )		

Automobile: Make \_\_\_\_\_ Model \_\_\_\_\_ Year \_\_\_\_\_ License # \_\_\_\_\_

Automobile: Make \_\_\_\_\_ Model \_\_\_\_\_ Year \_\_\_\_\_ License # \_\_\_\_\_

Other motor vehicles: \_\_\_\_\_

Have you ever filed for bankruptcy? \_\_\_\_\_ Have you ever been evicted or asked to move? \_\_\_\_\_

Have you ever been convicted for selling, distributing or manufacturing illegal drugs? \_\_\_\_\_

**Applicant represents 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 a credit report and agrees to furnish additional credit references upon request. Applicant consents to allow owner/manager to disclose tenancy information to previous or subsequent owners/managers.**

**Owner will require a payment of \$40.00, which is to be used to screen Applicant with regards to credit history and other background information.**

**The undersigned makes application to rent housing accommodations designated as:**

I am applying for the unit located at \_\_\_\_\_

\_\_\_\_\_

**Date** \_\_\_\_\_ **Applicant** (signature required) \_\_\_\_\_

**Please read carefully**

A complete application is necessary from each person 18 and older who intends to reside at the property.

A processing fee is required before an application can be processed. The fee is \$40 for each application submitted. The fee is NON-REFUNDABLE.

Our general guidelines to qualify are that you have a legal and verifiable income of three times the monthly rent, two recent years of favorable rental references (excluding renting from family members) or home ownership and a minimum of 80% positive credit. Negative references or collections may keep an application from being approved.

Please allow at least two business days for the application to be processed.



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