



Property Management

4536 Freeport Boulevard, Sacramento, CA 95822
Voice (916) 457-4907 • Fax (916) 457-6437 • Email: rentals@cookrealty.net

RENTAL APPLICATION REQUIREMENTS

1. Each applicant shall have a good credit rating which will be verifiable through a credit reporting agency. An adverse credit report, such as a delinquent account(s) or unpaid judgment(s), will disqualify the applicant. We do not work with evictions.
2. An applicant's employment and other sources of income will be verified. The length of employment and income/job stability will be a factor of consideration. We look for two years steady employment history. Outstanding debts and monthly obligations will be taken into consideration. We require a 33% rent to income ratio.
3. Current and prior landlord references will be checked. Failure to pay rent on time, to give a thirty day written notice prior to the end of a tenancy, to respect the rights of other citizens, or to leave a property in good condition will disqualify the applicant. We look for two to five years steady ownership/rental history.
4. A current history of violent behavior, disruptive emotional disturbance, alcohol or drug abuse or criminal convictions for violent crimes will disqualify the applicant.
5. Only applicants 18 years of age or older may complete an application and sign the rental agreement. The processing fee for each adult applicant is a nonrefundable \$30.00. Married couples must file separately.
6. If information on the application cannot be verified or application is incomplete, processing may be delayed or the application may be denied.
7. If any information on the Application is found incorrect or misrepresented, the Application process will cease.
8. If any of these rental application requirements are not met, a Co-Signer with a good credit record may be required, only upon approval by the owner and if the Co-Signer meets above set guidelines.
9. Failure to fill out application completely and accurately will automatically result in a denial in our office.

NOTICE: Pursuant to Civil Code Section 1785.26, you are hereby notified that a negative credit report reflecting on your credit record may be submitted to a credit reporting agency, if you fail to fulfill the terms of your credit obligations.

**THE \$30.00 PROCESSING FEE IS NONREFUNDABLE.
FEE MUST BE SUBMITTED IN CERTIFIED FUNDS ONLY.**



RENTAL APPLICATION

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One Application Required for each Adult Tenant
18 Years or Older

DATE: _____

Property Location: _____ Prepared by: _____
(A property address must be specified.)

APPLICANT LAST NAME		FIRST			MIDDLE		JR/SR
NO. OF CHILDREN	AGES	ANY PETS	HOW MANY		WHAT KIND / WEIGHT?		
DOB APPLICANT	SOC SEC NUMBER	DRIVER'S LIC NUMBER	STATE	EXP.DATE	HOME PHONE	BUSINESS PHONE	
CURRENT STREET ADDRESS		CITY	STATE	ZIP	HOW LONG?	MONTHLY RENT?	
CURRENT LANDLORD'S NAME		ADDRESS		PHONE	REASON FOR LEAVING?	30 DAY NOTICE GIVEN? YES NO	
PRIOR ADDRESS		CITY	STATE	ZIP	HOW LONG?	MONTHLY RENT?	
PRIOR LANDLORD'S NAME		ADDRESS		PHONE	REASON FOR LEAVING?	30 DAY NOTICE GIVEN? YES NO	
CURRENT EMPLOYER		STREET ADDRESS			CITY	STATE	ZIP
POSITION	PHONE	HOW LONG?	SALARY?		TYPE OF OTHER INCOME?	AMOUNT?	
PAST EMPLOYMENT		STREET ADDRESS			CITY	STATE	ZIP
POSITION	PHONE	HOW LONG?	SALARY	SUPERVISOR	PHONE		
BANK		BRANCH	CHECKING ACCOUNT NUMBER		SAVINGS ACCOUNT NUMBER		
AUTO-MAKE		MODEL	YEAR	COLOR		LICENSE	STATE
NEAREST RELATIVE	RELATIONSHIP	STREET ADDRESS			CITY	STATE	PHONE
PERSONAL REFERENCE		STREET ADDRESS			CITY	STATE	PHONE

Everything that I have stated in this Application is true and correct to the best of my knowledge. I understand that you will retain this Application whether or not it is approved. I authorize you to verify all information contained in this Application, including my credit, landlord, and employment information. I further authorize you to answer questions regarding your resident history and credit experience with me.

Applicant's Signature _____ Date _____

OFFICE USE ONLY			
UNIT APPLIED FOR _____	Rental Rate \$ _____		
APPROVED BY _____	DATE _____	Move-in Date _____	
REJECTED BY _____	DATE _____	CREDIT FEE RECEIPT No _____	
NEEDS CO-SIGNER BY _____	DATE _____	Owner Approved _____	
DID NOT MOVE IN BY _____	DATE _____	DATE _____	

**THE \$30.00 PER ADULT PROCESSING FEE IS NONREFUNDABLE.
FEE MUST BE SUBMITTED IN CERTIFIED FUNDS ONLY.
Please provide a copy of your California Driver's License and Social Security Card.**