

# DeDe's Rentals & Property Management, Inc.

1311-A West Steele Lane, Santa Rosa, CA 95403

(707) 523-4500 www.dedesrentals.com

A California Corporation Cal BRE License #01245812

For management use only

## RENTAL APPLICATION

Rental Address \_\_\_\_\_

Occupancy Date \_\_\_\_\_

<b>PERSONAL DATA</b>	<input type="checkbox"/> RESIDENT <input type="checkbox"/> GUARANTOR		Bank Information			
	Full Name			Bank Name		
	Drivers License #/State			City/State		
	Social Security #			Checking Acct #		Bal: \$
	Date of Birth			Savings Acct #		Bal: \$
<b>VEHICLES</b>	Co-Occupant #1 (under age 18)		Co-Occupant #2 (under age 18)		Co-Occupant #3 (under age 18)	
	Full Name					
	Date of Birth					
<b>RESIDENCY</b>	Vehicle # 1		Vehicle # 2		Vehicle # 3	
	Vehicle Type/Make					
	Year/Model					
	License #/State					
<b>EMPLOYMENT</b>	Present		Prior		Next Previous	
	Residence Address					
	City/State/Zip					
	Landlord/Lender Name					
	Landlord/Lender Phone					
	Tenancy Dates/ Monthly Payment		Mo. Yr. / - / \$	Mo. Yr. / - / / \$		Mo. Yr. / - / / \$
Reason for Leaving						
<b>OTHER INFORMATION</b>	<input type="checkbox"/> W-2 <input type="checkbox"/> Sched C (*) <input type="checkbox"/> Other		<input type="checkbox"/> W-2 <input type="checkbox"/> Sched C (*) <input type="checkbox"/> Other		<input type="checkbox"/> W-2 <input type="checkbox"/> Sched C (*) <input type="checkbox"/> Other	
	Occupation/Title					
	Company					
	City/State/Zip Code					
	Supervisor Name/Title					
	Supervisor Phone #					
Employment Dates/ Monthly Gross Income		Mo. Yr. / - / \$	Mo. Yr. / - / / \$		Mo. Yr. / - / / \$	
NEXT OF KIN/ Emergency Contact	Name	Phone	E-mail			
<b>Please answer the following:</b>						
Do you receive any additional income not disclosed above?			<b>If YES, please explain</b>			
Yes	No	_____				
Yes	No	_____				
Yes	No	_____				
Yes	No	_____				
Yes	No	_____				
Yes	No	_____				
Yes	No	_____				
<p>Applicant understands and agrees to the following: 1) All information provided above is true and correct; 2) Upon submission, this application and any substantiating documentation becomes the property of DeDe's Rentals &amp; Property Management, Inc.; 3) DeDe's Rentals is authorized to verify any and all references or information provided, and obtain a copy of applicant's credit report; 4) Application processing is conditional upon receipt of a non-refundable processing fee, which is expended for credit checks, administrative and overhead costs; 5) Applicant is permitted to request and review a "sample rental agreement," which is similar to the final contract created for any property being rented; 6) Applicant's consent to DeDe's use and release of information referenced herein is voluntary, informed and given with no restrictions; 7) Applicant understands and agrees that property owner or agent may terminate any agreement entered into based upon reliance of any misstatements or omissions made herein.</p>						

**Sign Here**

**Date**

**Cell Phone**

**E-mail Address**

Signature (required on both sides)

Date

Cell Phone

E-mail Address

## APPLICATION PROCESSING POLICIES & PROCEDURES (more details at [www.dedesrentals.com](http://www.dedesrentals.com))

Once you have selected a rental, you must complete, sign and submit a Rental Application Form. Each person 18+ who intends to reside at the property must submit a separate Rental Application, regardless of the familial/marital status or relationship to any other applicant for tenancy. A **\$30.00 PER APPLICATION FEE** covers the costs of initially processing your application. **Some properties, but not all, may consider a non-resident guarantor (aka "cosigner") if applicant has limited or no credit, is supported in full or part by sources other than personal income, or lacks sufficient tenancy or employment history. Guarantors must meet specific requirements to qualify. Guarantors are required to submit a complete application and pay the applicable \$30.00 fee.** Application fees must be paid by money order, cash or debit card, and are due upon submission of each application. We begin application processing promptly upon receipt, so **PROCESSING FEES ARE NONREFUNDABLE.** In order for any applicant to be considered for tenancy, the applicant must meet the following minimum requirements:

1. **COMPLETE APPLICATION** – The application must be completed in its entirety. Failure to fill out the application properly and legibly may delay processing, increase security deposit or result in outright denial of application.
2. **RED FLAG COMPLIANCE** – Section 114 of the FACT Act of 2003 requires that we verify the accuracy of information or documentation provided on application(s) and ensure its consistency with any information derived from other sources, such as credit reports.
3. **"FACTORS OF THREE:"** In order to qualify for any specific property, the **combined TAX-**

**VERIFIABLE gross income** of all individuals applying must equal at least **three (3) times the monthly rent.** At the time application is submitted, **3 most recent paystubs** must be provided for each applicant/cosigner; if self-employed or sole proprietor, provide **3 most recent years' tax returns.** Self-employment income is classified as Form 1040, Schedule C, line 31: "net income" plus line 13: "depreciation". If documenting alternate assets or income, provide **3 most recent asset statements showing consistent balance of at least 12x monthly rent.** Applications will not be accepted or processed without suitable documentation.

4. **VERIFIABLE GOOD CREDIT REPORT & SCORE** – Credit report will be obtained from a national credit bureau. Credit scores above 600 are expected.
5. **SUFFICIENT INCOME AND/OR EMPLOYMENT INCOME HISTORY** – We require applicant's 3 most recent employment positions or 3 years' tax-verifiable job history, whichever is **less.**
6. **SUFFICIENT RENTAL HISTORY** – We require three years' residency history or the 3 most recent tenancies, whichever is **greater.** DeDe's makes diligent effort to verify present and prior landlord and/or lender information as submitted by Applicant; however, final responsibility for ensuring access to this data rests with Applicant.

The approval or denial of any application will be determined based upon multiple factors including credit, employment verification, residency references, stability in tenancy and employment, pets, bankruptcies and/or short sales. DeDe's may increase security deposit,

require a guarantor, or decline applications if credit scores are below 600, if unable to verify references provided, or on the basis of derogatory information received.

Only select properties allow pets; permission to have pet(s) will result in an increase to security deposit. The presence of unauthorized pets in a dwelling unit is a violation of the rental contract, and grounds for termination of tenancy under the standard rental agreement.

DeDe's Rentals makes every effort to process applications within 3 business days of submission; however, processing time can be negatively influenced (or halted) due to Red Flag alerts, the inability to contact previous landlords, employers or other references. Applicants are encouraged to check on the status of an application, particularly if you have not received a response from DeDe's Rentals within 96 hours (4 business days) of submission. Applications will not be "pre-screened" outside the standard process under any circumstances and incomplete or falsified applications may be rejected without further notice. All applications submitted become property of DeDe's Rentals.

**We cannot guarantee any unit you have seen will still be available by the time your application is submitted or processed.** Units are rented to the first approved applicant who has paid the required "Deposit to Hold." A Deposit to Hold will not be accepted until the Rental Application is approved. **THE DEPOSIT TO HOLD AND ANY OTHER MOVE-IN COSTS MUST BE PAID BY CASHIER'S CHECK OR MONEY ORDER.**

## APPLICANT DISCLOSURE AND AUTHORIZATION (available in larger type by request)

The undersigned applicant declares that the information contained in this rental application is true, complete and correct, and understands and agrees that any false statements or representations identified herein may result in rejection, without further notice, of this and any future applications for tenancy in housing managed or represented by DeDe's Rentals and Property Management, Inc. **The undersigned specifically authorizes and directs any and all persons or entities named by Applicant herein to receive, provide, and exchange with DeDe's Rentals, its principals, agents and employees, any information pertaining to me, including but not limited to confidential information pertaining to my credit and payment history, the opinions and recommendations of my employment and personal references, and my rental history.** I hereby waive any right of action now or hereafter accruing against any person or entity as a consequence of the release or exchange of such confidential information. By my signature below, I authorize investigation and release of any and all information pertaining to the representations and statements contained herein, including but not limited to release of my confidential credit report to DeDe's Rentals, its principals and/or the owner(s) of any property which I am applying to occupy, to the extent permitted or restricted by law.

I further understand and agree that DeDe's Rentals will rely upon this Rental Application as an inducement for entering into a rental agreement or lease of real property and I warrant that the facts, matters and information contained in this application are true, complete and correct to the best of my knowledge and belief. If any facts subsequently prove to be untrue or inaccurate in the sole discretion and determination of DeDe's Rentals, DeDe's may terminate my tenancy immediately and collect from me any damages incurred. The Rental Application and Third Party Guaranty are an integral part of the rental agreement and will be used in conjunction with all legally binding documents and/or agreements.

I understand that DeDe's Rentals reserves the right, in its sole discretion, to report to national credit reporting agencies my failure to fulfill any of the terms of any rental agreement subsequently executed by me, including any amendments, renewals or extensions thereof. Subsequent consumer credit reports may be obtained and utilized under this authorization in connection with any update, renewal, modification, or extension of any Rental Agreement including any amendments thereto or regarding any collection matter pertaining to, arising from or in conjunction with, the rental or lease of a residence for which application was made.

Beginning at the time that I tender a deposit for a property which I intend to lease, and DeDe's Rentals accepts such deposit, I agree to lease the property according to the terms and conditions of the lease agreement for that property, although at the time a written lease may not be signed. The starting date for my occupancy of the property will be the first day the property is made available for lease or an agreed upon date if different from that date. I agree that the lease agreement shall be in full force and effect from the time that my deposit is accepted, even if the initial occupancy date is after the date that the deposit is accepted.

DeDe's Rentals welcomes all applicants and supports the precepts of equal access and "Fair Housing." DeDe's Rentals will not refuse access to any housing or otherwise discriminate against an applicant on the basis of age, sex, color, creed, race, physical/mental handicap, ethnicity, national origin, religion, sexual orientation, or marital/ familial status.

**NOTICE OF RELATIONSHIP BETWEEN DEDE'S RENTALS & PROPERTY OWNER:** DeDe's Rentals & Property Management, Inc. is the sole and exclusive agent of the Owner of the properties listed for rent or lease and represents the Property Owner's interest in any and all transactions related to the rental of said property.