

Home Realty Investments

1757 Union Street - San Francisco, Ca 94123 - 415 345 1100 main - 415 345 1717 fax

Leasing Requirements

1) APPLICATION PROCESS

- Copy of valid driver's license or photo ID.
- Signed and completed rental application for all applicants over 18 years old
- Tenant screening fee \$20 per applicant (cash, money order, or cashier's check payable to **Home Realty Investments**.)
- Personal credit reports are **NOT** accepted.

2) LEASING REQUIREMENTS

- Positive credit report—FICO score above 650
- Positive rental history—No unlawful detainers or past evictions
- Income requirement—3 X Rent (paystubs required.)

3) NON SMOKING APARTMENT UNITS

4) PET POLICY (DEPENDING ON RENTAL UNIT)

5) 12 MONTH LEASE

6) SECURITY DEPOSIT— (1 MONTH'S RENT)

Home Realty Investments is a proud member of the San Francisco Apartment Association. We are an Equal Housing Opportunity provider and base our tenant selection on the first qualified applicant(s.)

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/CELLPHONE 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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I am a member of the Armed Forces (including the National Guard and Reserves).

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

Current gross income	PER	<input type="radio"/> Week <input checked="" type="radio"/> Month <input type="radio"/> Year	Check One	Please list ALL of your financial obligations below
Name of your bank	Branch or Address		Account Number	
			checking	
			savings	



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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 \$ _____, which is to be used to screen Applicant with regards to credit history and other background information. The amount charged is itemized as follows:

- 1. Actual cost of credit report, unlawful detainer (eviction) search, and/or other screening reports \$ _____
- 2. Cost to obtain, process and verify screening information (may include staff time and other soft costs) \$ _____
- 3. Total fee charged (cannot exceed \$30 per applicant, which may be adjusted annually with the CPI as of 1-1-98) \$ _____

The undersigned makes application to rent housing accommodations designated as:

Apt. No. _____ Located at _____

the rent for which is \$ _____ per _____ and upon approval of this application agrees to sign a ~~rent~~ or lease agreement and to pay all sums due, including required security deposit of \$ _____, before occupancy.

_____ Date

_____ Applicant (signature required)

CALIFORNIA APARTMENT ASSOCIATION CODE FOR EQUAL HOUSING OPPORTUNITY

The California Apartment Association supports the spirit and intent of all local, state and federal fair housing laws for all residents without regard to color, race, religion, sex, marital status, mental or physical disability, age, familial status, sexual orientation, or national origin.

The California Apartment Association reaffirms its belief that equal opportunity can best be accomplished through effective leadership, education, and the mutual cooperation of owners, managers, and the public.

Therefore, as members of the California Apartment Association, we agree to abide by the following provisions of this Code for Equal Housing Opportunity:

- We agree that in the rental, lease, sale, purchase, or exchange of real property, owners and their employees have the responsibility to offer housing accommodations to all persons on an equal basis.
- We agree to set and implement fair and reasonable rental housing rules and guidelines and will provide equal and consistent services throughout our residents' tenancy.
- We agree that we have no right or responsibility to volunteer information regarding the racial, creed, or ethnic composition of any neighborhood, and we do not engage in any behavior or action that would result in "steering."
- We agree not to print, display, or circulate any statement or advertisement that indicates any preference, limitations, or discrimination in the rental or sale of housing.



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