



PropertyADVANTAGE

PROFESSIONAL MANAGEMENT PARTNERS

RENTAL/LEASE POLICIES

THE FOLLOWING POLICIES ARE ESTABLISHED TO ENSURE THAT ALL PROSPECTIVE APPLICANTS FOR A PROPERTY PROCESSED BY PROPERTYADVANTAGE, INC. WILL BE TREATED EQUALLY.

Please read the following policies. If you feel you meet the guidelines for qualifying, we encourage you to submit an application. Only one application will be processed at a time and applications will be processed in the order received. **An incomplete application will not be considered.**

Note: Some properties do not allow pets.

APPLICANTS

- ◆ Each person 18 years of age or older must complete and sign an application.
- ◆ If a co-signer is necessary, the co-signer must also complete and sign an application. The acceptance of a co-signer is not normal policy and is subject to individual approval or denial by PropertyADVANTAGE, Inc.
- ◆ To be processed and considered, a \$35.00 non-refundable processing fee must accompany all applications. If your application is not processed, this \$35.00 processing fee will be refunded.
- ◆ The applications will not be considered with missing or false information.

PROCESSING FEES – (See reverse # 3)

- ◆ \$35.00 Processing Fee (Per Applicant)

CREDIT CRITERIA

- ◆ PropertyADVANTAGE, Inc. will obtain a credit report for each applicant and co-signer 18 years of age or older. Reports supplied by applicants **will not** be accepted.
- ◆ Discharged bankruptcies are acceptable.

INCOME CRITERIA

- ◆ Applicant's gross monthly income must be 2.25 times the amount of the monthly rent.
- ◆ Income will be verified from copies of the prior month's pay stubs provided with the application.
- ◆ Self-employed applicants must provide current last 2 years of tax return and 3 months bank statements. Name and Account number must be printed on the statements.
- ◆ Unverifiable income will NOT be considered.

CONDITION OF MOVE-IN

- ◆ **LEASE DOCUMENTS MUST BE SIGNED WITHIN 48 HOURS OF APPROVAL.** (Property will remain on the market until the documents are signed.)
- ◆ 50% of the security deposit funds required to be paid at this time.
- ◆ **Lease Processing Fees:** Leases up to \$1,100.00 rent per month = \$25.00 lease processing fee to be paid with all other required move in funds. Leases in excess of \$1,100.00 rent per month = \$50.00 lease processing fee to be paid with all other required move in funds.
- ◆ **All Move-In Funds** are to be paid in the form of a **cashier's check or money order, payable to PropertyADVANTAGE, Inc.,** before keys are provided. **No exceptions.**
(Daily rate will be charged if keys are delivered prior to date on lease/rental agreement).
- ◆ Hours for lease signing are Monday through Friday, between 9:00 A.M. and 4:30 P.M., and Saturday by appointment only.

If you feel you are qualified for the property after reading the attached Rental/Lease Policies, please follow these instructions:

[] PropertyADVANTAGE
5142 Avenida Encinas
Carlsbad, CA 92008
PH: (760) 585-1700 FX: (760) 438-6886

[] PropertyADVANTAGE
419 South Coast Hwy
Oceanside, CA 92054
PH: (760) 585-1700 FX: (760) 722-3779

www.propadvantage.com
DRE #08145581



PropertyADVANTAGE

PROFESSIONAL MANAGEMENT PARTNERS

1. Your application will **not** be processed without the correct funds and all documentation attached.
2. Fill out the application completely and legibly. Each person 18 years of age or older must submit an application. Emancipated minors must fill out an application. One person per application please.
3. Include one check for \$35.00 for each person 18 years or older that will be residing in the property. This includes married couples as well as singles. **This fee is non-refundable!** (Refundable only if application is not processed.)
4. Reliable and legal documentation and telephone numbers are required to verify all income.
5. If employed, you will need to submit a copy of your last year's W-2 and 2 (two) of your most recent pay stubs.
6. If self-employed, you will need to submit a copy of your last **2 (two)** years of income tax returns and documentation of the current year (i.e. P & L, receipts, etc.).
7. A copy of a photo ID, e.g. Driver's License, Military ID, etc., must be submitted.

**If you have any questions, please feel free to call us.
Thank you for your application.**

[] PropertyADVANTAGE
5142 Avenida Encinas
Carlsbad, CA 92008
PH: (760) 585-1700 FX: (760) 438-6886

[] PropertyADVANTAGE
419 South Coast Hwy
Oceanside, CA 92054
PH: (760) 585-1700 FX: (760) 722-3779

www.propadvantage.com
DRE #08145581

APPLICATION TO RENT OR LEASE

Please use a Separate Application for Each Person Over the Age of 18

All Sections Must Be Complete

Requested Property Address: _____

Requested date for Lease/Rental: _____

How did you hear of this property?

PropertyADVANTAGE Web Site Craigslist Newspaper Sign Agent: _____ Other: _____

PERSONAL INFORMATION

Name:	Social Security / ITIN #:
Present Street Address:	Drivers License #:
City / State / Zip:	Phone # (Day / Night / Business): ()
Email address:	Date of Birth: / /

GENERAL INFORMATION

Other Occupants: Yes <input type="checkbox"/> No <input type="checkbox"/>	Number:	Relationship / Name(s):
Pet(s):	Number:	Type(s): Smoker?: Yes <input type="checkbox"/> No <input type="checkbox"/>
Car Make:	Year :	Color / License Plate #:

EMPLOYMENT REFERENCES

Present Occupation:	Supervisor or HR Dept. Contact Person:
Employer / Self Employed d.b.a.:	Supervisor or HR Dept. Phone #:
Business Address:	Employment Dates: From _____ To _____
Type of Business:	Monthly Gross Income (Salary): \$

**If employed at present occupation for less than two years, please give same information for prior occupation:*

Prior Occupation:	Supervisor or HR Dept. Contact Person:
Employer / Self Employed d.b.a.:	Supervisor or HR Dept. Phone #:
Business Address:	Employment Dates: From _____ To _____
Type of Business:	Monthly Gross Income (Salary): \$

Do you plan to run a business in the residence? Yes No If yes, what type? _____

Do you own any liquid filled furniture? (i.e., water bed) Yes No Describe _____

Do you have a Section 8 Housing Voucher? Yes No

[] **PropertyADVANTAGE**
5142 Avenida Encinas
Carlsbad, CA 92008
PH: (760) 585-1700 FX: (760) 438-6886

[] **PropertyADVANTAGE**
419 South Coast Hwy
Oceanside, CA 92054
PH: (760) 585-1700 FX: (760) 722-3779

www.propadvantage.com

DRE #08145581

HOUSING REFERENCES

**If you currently or previously owned your home please fill in property address and length of ownership*

Current Address: _____ <small style="text-align: center;">City / State / Zip:</small>	From _____	To _____
Landlord / Agent Name: _____	Phone: _____	
Reason For Moving: _____	Rent Amount: _____ \$	

Previous Address: _____ <small style="text-align: center;">City / State / Zip:</small>	From _____	To _____
Landlord / Agent Name: _____	Phone: _____	
Reason For Moving: _____	Rent Amount: _____ \$	

CREDIT REFERENCES

Bank Name: _____	Checking <input type="checkbox"/> Savings <input type="checkbox"/>
Phone Number: _____	Account Number(s): _____
Credit Reference / Lender / Bank: _____	Auto Loan <input type="checkbox"/> Line of Credit <input type="checkbox"/> Mortgage <input type="checkbox"/> Credit Card <input type="checkbox"/>
Address: _____	Phone: _____

PERSONAL REFERENCES

Name:	Address:	Phone:	Length of Acquaintance:
1. _____	_____	_____	_____
2. _____	_____	_____	_____

Emergency Contact Name: _____	Phone #: _____	Relationship: _____	
-------------------------------	----------------	---------------------	--

- | | | |
|--------------------------|--------------------------|--|
| Yes | No | |
| <input type="checkbox"/> | <input type="checkbox"/> | Have you ever filed a petition of bankruptcy? |
| <input type="checkbox"/> | <input type="checkbox"/> | Have you ever been evicted from any tenancy or had an eviction notice served on you? |
| <input type="checkbox"/> | <input type="checkbox"/> | Have you ever willfully and intentionally refused to pay any rent when due? |
| <input type="checkbox"/> | <input type="checkbox"/> | Have you ever been convicted of a misdemeanor or felony other than traffic or parking violations? |
| <input type="checkbox"/> | <input type="checkbox"/> | Are you a current illegal abuser or addict of a controlled substance? |
| <input type="checkbox"/> | <input type="checkbox"/> | Have you ever been convicted of the illegal manufacture or distribution of a controlled substance? |

If yes to any of the above, please indicate the date of occurrence & briefly explain: _____

Applicant represents that all the statements are true and correct and hereby authorizes verification of the following items including, but not limited to, obtaining a credit report and further agrees to furnish additional credit references upon request. By signing this document I give permission for PropertyADVANTAGE, Inc. to contact my previous landlord(s), and for those references to release my rental history information as well as my employer to release my employment information upon request.

This application is for qualification purposes only and does not in any way guarantee the applicant that he/she will be offered this property. Processing fees are non-refundable. Applicant understands that PropertyADVANTAGE, Inc. can and will accept more than one application on this rental property and in its sole discretion will select the best-qualified tenant. Any application with missing information will be returned. PropertyADVANTAGE, Inc. may exercise the right to share any and all pertinent application records and documents with the owner of the rental property.

Applicant Signature: _____ **Date:** _____

[] PropertyADVANTAGE
5142 Avenida Encinas
Carlsbad, CA 92008
PH: (760) 585-1700 FX: (760) 438-6886

[] PropertyADVANTAGE
419 South Coast Hwy
Oceanside, CA 92054
PH: (760) 585-1700 FX: (760) 722-3779

www.propadvantage.com

DRE #08145581