



Application To Lease

*****Application Process*****

In order to process your application in a timely manner, please provide the following items noted below along with your completed applications.

1. **Income Verification:**

- Paycheck stubs; 3 most current paycheck stubs for each adult 18 years and older.
- Or 3 most recent bank statements verifying a consecutive balance of (6) six months worth of rent.
- If a new employee, a letter from HR dated within the last 30 days will be accepted.
- If self-employed, please bring in a copy of your complete Federal Tax Return.
- If miscellaneous income, please provide documentation

2. **Current Picture I.D. / Driver's License**

3. **Social Security Card:** We will need to verify social security numbers on applications with the actual social security card for every adult 18 years and older applying for the apartment.

4. **A Separate Application** for each adult 18 years and older who will be living in the unit.

5. **Please Fax or Email** all materials to fax number 949-852-9585 or email info@villasatmagnoliaplace.com

VILLAS AT MAGNOLIA PLACE
APPLICATION TO LEASE CONTINUED....

APPLICANT:

Last Name _____ First _____ M.I. _____ Phone Number _____
Email _____ Alternate Phone Number _____
Driver's License # _____ Social Security # _____

Date Of Application: _____
Prospective Start Date: _____
Unit No. _____
Lease Rate: _____

Co-Applicant(s) (Please provide a separate application for each adult)

Are You Over 18? ☐ Yes / ☐ No

Are You Applying as a ☐ Co-Signor or as a ☐ Tenant?

Name / Relationship of Prospective Minor Residents:

_____/_____
_____/_____
_____/_____

Do you have any pets? ☐ Yes / ☐ No

If "Yes" Type and Size: _____

RESIDENCES:

Present Address: _____ Apt # _____ City _____ State _____ Zip _____ Phone Number _____

Community Name _____ Community Manager _____ Rent Paid: _____ How Long Here? _____

Previous Address: _____ Apt # _____ City _____ State _____ Zip _____ Phone Number _____

Community Name _____ Community Manager _____ Rent Paid: _____ How Long Here? _____

Have you ever been delinquent in payment of rent? ☐ Yes / ☐ No If "Yes" please explain: _____

Have you ever been evicted from any property? ☐ Yes / ☐ No If "Yes" please explain: _____

Have you ever been convicted of a felony that involved an offense against property, persons, government officials, or that involved firearms, illegal drugs, or sex or sex crimes? ☐ Yes / ☐ No If "Yes" please explain: _____

Why are you leaving present residence? _____ Have you given notice yet? ☐ Yes / ☐ No

***Please provide your current Rental Manager with the attached Rental Verification Form
and have him / her forward the completed form to our office.***

EMPLOYMENT:

Present Employer: _____ Address _____ City _____ State _____ Zip _____

Supervisor's Name _____ Phone Number _____ Your Position _____ Gross Salary _____ Mo: _____ Yrs: _____
How Long _____

Previous Employer: _____ Address _____ City _____ State _____ Zip _____

Supervisor's Name _____ Phone Number _____ Your Position _____ Gross Salary _____ Mo: _____ Yrs: _____
How Long _____

Are you receiving child support? ☐ Yes / ☐ No How much? _____

Are you receiving a pension? ☐ Yes / ☐ No How much? _____ Company _____

Other Additional Income: \$ _____ From: _____

****Please provide proof of all incomes****

VILLAS AT MAGNOLIA PLACE
APPLICATION TO LEASE CONTINUED....

CREDIT REFERENCES:

Checking Acct Bank	Address/Branch	Phone Number	Branch #	Account #
Credit References	Address	Phone Number	Type of Acct	Account #
Credit References	Address	Phone Number	Type of Acct	Account #

PERSONAL REFERENCES:

Name	Address	Phone Number	Relationship
Name	Address	Phone Number	Relationship

IN CASE OF EMERGENCY:

Name	Address	Phone Number	Relationship
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AUTOMOBILES:

License	Make	Model	Year
License	Make	Model	Year

***I have inspected the garage and confirmed that all of my vehicles can fit inside the garage with the garage door closed

☐ yes / ☐ no

PLEASE NOTE:

Every item must be filled in and completed in entirety. Applicant understands and agrees this is an application to rent only and does not guarantee that the applicant will be offered a unit. Landlord, Manager or Agent may accept more than one application for a unit and using their sole discretion, may select the best-qualified applicant.

I warrant that all statements above are true and correct, and understand that my lease or rental agreement may be terminated if I have made any material false or incomplete statements in this application. I hereby authorize verification of references, running of consumer reports and other information deemed necessary for the purpose of evaluating my application. I understand that such information may include, but is not limited to, credit history, civil and criminal information, records of arrest, rental history, employment / salary details, vehicle records, licensing records, and/or any other necessary information. It is understood the screening fee of \$ _____ is not a deposit and will not be refunded if applicant is declined or approved.

Applicant	Date
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**PLEASE FAX COMPLETED APPLICATION AND SUPPORTING DOCUMENTS TO 949-852-9585
OR EMAIL TO INFO@VILLASATMAGNOLIAPLACE.COM**



Rental Scoring & Your Rental Application

Many landlords rely upon "Rental Scores" to estimate the relative financial risk of leasing an apartment to you. In addition to estimating risk, rental scores are an objective and consistent way of reviewing relevant applicant information, and help speed the application approval process.

How is my rental score determined?

Rental scoring systems assign points to certain factors identified as having a statistical correlation to future financial lease performance. Your rental score results from a mathematical analysis of information found in your credit report, application, and previous rental history. Such information may include your bill-paying history, the number and type of accounts you have, collection actions, outstanding debt, income, and the number of inquiries in your consumer report. The final number, or rental score, represents an estimated level of risk as compared to the performance of other consumers in a range of scores.

Because your rental score is based upon real data and statistics, it is more reliable than subjective methods of evaluating your information. Rental scoring treats all applicants consistently and impartially. Additionally, your rental score never uses certain characteristics like-- race, color, gender, familial status, handicap, national origin, or religion-- as factors.

How is my rental score used?

Rental decisions are based upon how much risk a landlord is prepared to accept. Each landlord, therefore, sets the minimum score required for approval of an application. It is possible for your rental score to yield different results depending upon where you apply. Your rental score might mean a denial at one property, while the same score might be approved at another. It all depends upon the risk a landlord is prepared to accept.

What can I do to improve my rental score?

Your rental score may change if the underlying information it is based upon changes. The total improvement, however, generally depends on how that factor relates to other factors considered by the scoring system. Nevertheless, to improve your rental score, concentrate on paying your bills on time, paying down outstanding balances, and not taking on new debt. Your chances of approval should also improve if you apply for an apartment with lower monthly rent.

Where can I have my score explained?

Should your application be denied based upon your rental score, you can learn which factors most negatively influenced your score by contacting the consumer reporting agency listed below. Additionally, you can obtain a free copy of your consumer report, if you make the request to the consumer reporting agency within 60 days of the denial.

First Advantage SafeRent, Inc.
ATTN: Consumer Relations Department
7300 Westmore Road, Suite 3
Rockville, MD 20850-5223
Phone: 888.333.2413

Applicant Signature

Date

VILLAS AT MAGNOLIA PLACE
APPLICATION TO LEASE CONTINUED....

RENTAL VERIFICATION FORM

We are processing a rental application for your current/past tenant(s) – see signature section below.

Please fill out the following form so that we may process this prospective tenant's application.

Please fax this form back to **949-852-9585** or email to info@villasatmagnoliaplace.com

*****APPLICANT(S) PLEASE FILL OUT THIS SECTION*****

Name of Applicant(s): _____

Tenant(s) authorize Villas At Magnolia Place to obtain the information above from current/past landlord:

Tenant 1 Signature _____

Date _____

Tenant 2 Signature _____

Date _____

Rental Address: _____

Name of Owner/Management Company: _____

Owner/Management Representative: _____

Date of Move-In: _____

Date of Move-Out: _____

Monthly Rent: \$ _____

Did Tenant pay rent on time? ☐ Yes / ☐ No

If no, how many times? _____

Does the Tenant owe any back rent? ☐ Yes / ☐ No

If yes, how much? _____

Did you serve any 3-Day or 30-Day Notices? ☐ Yes / ☐ No

If yes, why? _____

Was a judgment ever obtained against the Tenant(s)? ☐ Yes / ☐ No

Did you evict or are you evicting the Tenant(s)? ☐ Yes / ☐ No

Did Tenant(s) provide 30-day notice to vacate? ☐ Yes / ☐ No

Date Vacating _____

What is/was the reason for vacating? _____

How many people were living in the unit? _____ Adults _____ Children

Did they have any pets? ☐ Yes / ☐ No If yes, what kind _____ how many? _____

Did you have any behavioral problems with the Tenant(s) or guests? ☐ Yes / ☐ No

Did Tenant(s) follow the community rules? ☐ Yes / ☐ No

Were any noise complaints files against Tenant(s)? ☐ Yes / ☐ No

Did Tenant(s) take good care of the unit / parking space / patio? ☐ Yes / ☐ No

Did you have any Tenant caused maintenance problems? ☐ Yes / ☐ No

If yes, were they paid in a timely manner? ☐ Yes / ☐ No

How would you rate Tenant(s) conduct? ☐ Good / ☐ Poor Would you rent to this person again? ☐ Yes / ☐ No

If not, why? _____