

# R & C Properties *All Your Property Rental Needs*

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## Receipt for Rental Application Screening

Property Managers, R & C Properties, received \$25.00 from the undersigned applicant (one per application) whose purpose is to rent the following unit or residence:

Address: \_\_\_\_\_

A foresaid payment will be utilized to screen applicant and research/verify credit, tenant, and employment history in addition to other background information such as bank statements, tax returns, ect.

Actual cost of credit report	\$14.00
Processing and Screening Process (including staff time)	<u>\$11.00</u>
Total fee charged (may not exceed \$30 per applicant)	<b>\$25.00</b>

Equal Housing Opportunity. All applicants/application are considered equally.

Minimum Rental Requirements Required by ALL Applicants: *We screen all applicants through a private credit approval agency. Applicants are processed on a "1<sup>st</sup> come 1<sup>st</sup> serve".*

- Complete Application signed by Applicant (1 for each adult over the age of 18)
- All applicants **MUST BE** submitted with application fee payable to: R & C Properties (cash or money orders ONLY)
- Rent must not exceed 35% of total income of applicants.
- No evictions or judgments
- Verifiable 2 years rental history with no bad references or mortgage history (given today's mortgage situation – *please explain and Mortgage Default or Foreclosure activity-we may be able to work with this providing this is a current problem.*)
- Current Pay Stubs, W-2's, 1099's, Current Tax Returns, whichever is applicable.
- Photocopy of Drivers License or CA ID and Social Security for verify identity-**Once application is Accepted.**

**IMPORTANT:** Once an applicant has been notified of acceptance, ALL APPLICANT's have 24 hours to bring in the Full Security Deposit on the property. Failure to do so will result in the property being rented to another applicant. Security and other deposits, and first month's rent must be certified funds (cashier check). PERSONAL CHECKS ARE NOT ACCEPTED FOR THESE DEPOSIT'S OR FIRST MONTHS RENTS. NO EXCEPTION!

Applicant authorizes verification of the following: Tenant References, Employment & Income Verification, Consumer Credit, and Unlawful Detainers as necessary. Please inform us in advance of any credit or other problems that may prevent you from qualifying. We may be able to assist you of how to proceed, and at the very least save you from paying any fee's if these issues' are encountered. **Once a Rental Application is processed – NO FEE'S WILL BE RETURNED – All application fees are Non-Refundable.**

Property Manager does not accept co-signed, HUD, Section 8, or Housing.  
I/we have read and understand all of the above:

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Applicant

Date