

**APPLICANT SCREENING POLICY**  
**Application Fee: \$40.00**

**The following is required with your application TO BE CONSIDERED COMPLETE:**

1. Bring in your Social Security Card, if any, or other documentation of identity for credit verification purposes.
2. Bring in your picture I.D. to confirm identity.
3. Proof of Income (BRING IN PERSON OR EMAIL TO US):
  - a. 2-3 Recent copies of verifiable pay records.
  - b. And/or documentation of any other sources of income.

**\*\*\*\*\*The following are the requirements you will \*\*\*\*\***  
**\*\*\*\*\*have to meet to be considered for a rental\*\*\*\*\***

1. If you are employed, employment verification will be made either by email on the company letterhead or by phone. If you are not employed, your income must be legal and verifiable.  
Rental references will also be verified.
2. Your monthly gross income has to be at least three (3) times the amount of the rent.
3. **YOUR CREDIT MUST QUALIFY.** This will be determined by your credit history and FICO score (Risk Predictor Score), which are reported by the Credit Bureau. Some items that would negatively affect your credit are repossessions, collection accounts, tax liens, slow paying credit history or a FICO score under 600. Applicants with no credit history who meet all other rental criteria will be permitted to rent by paying security deposit equal to 2x the monthly rent. **\*\*\*\*\*ANYONE EVICTED FROM A PRIOR UNIT OR HOUSE WILL BE DENIED RESIDENCY.\*\*\*\*\***

**THERE IS A \$40.00 NON-REFUNDABLE APPLICATION FEE PER PERSON (CASHIER'S CHECK OR MONEY ORDER ONLY PAYABLE TO NISSI PROPERTIES, OR PAY AND SUBMIT ONLINE - NO CASH OR NO PERSONAL CHECKS WILL BE ACCEPTED.) WE MAY CHECK CREDIT REPORT, COURT RECORDS, AND CRIMINAL RECORDS. ANYONE CONVICTED OF MANUFACTURE OR DISTRUBTION OF A CONTROLLED SUBSTANCE WILL BE DENIED RESIDENCY.**

If your application is approved, all move-in fees (deposit and rent) must be in the form of a money order or cashier's check only made payable to NISSI PROPERTIES.

If you have any question or concerns regarding your application requirements. Please feel free to contact us.

NISSI PROPERTIES, CalBRE #: 01977692  
Phone:(760) 600-7876      Email: INFO@NISSI-PROPERTIES.COM

Each Property could have some separate or different rules regarding pets or number of parking spaces, etc. **Please ask if you have any questions before submitting the application.**

**PLEASE SIGN THE APPLICATION WHERE IT INDICATES. By signing below, I AGREE AND AFFIRM ALL OF THE ABOVE:**

**SIGN:** \_\_\_\_\_ **PRINT NAME** \_\_\_\_\_

## CALIFORNIA RENTAL APPLICATION FORM

**APPLICANT:** Each Applicant over the age of 18 must complete their own application forms.

Tenant

Guarantor

First, Middle, Last Name	Date of Birth	Social Security # or ITIN	Driver's License #
Photo ID/Type:	Number:	Issuing Government:	Exp. Date:
Other Names Used In the Last 10 Years	Home Phone	Cell Phone	Email Address

**ADDITIONAL OCCUPANTS:** List everyone, who will live with you:

First, Middle, Last Name	Relationship To Applicant

### EMPLOYMENT

Are you a member of the Armed Forces(Including the National Guard and Reserves)? Circle that apply. YES NO

	Current	Prior
Present Occupation/Source of Income		
Employer Name		
Employer Address		
Employer Phone		
Job Title		
Name of Supervisor		
Dates of Employment	From: To:	From: To:
Current Gross Income	\$	\$
Please circle when your income arrives:	Weekly   Monthly   Yearly	

### RESIDENCE

	Current Residence	Previous Residence	Previous Residence
Street Address			
City			
State & Zip			
Dates of Move In/Out			
Owner/Manager And Phone number			
Reason For Leaving			
Last Rent Paid	\$	\$	\$

### VEHICLES

Automobiles	Make	Model	Color	Year	License No.
Motorcycles					

**CONTACT INFORMATION**

In Case Of Emergency, Notify	Address/City	Phone	Relationship
1.			
2.			
<b>PERSONAL REFERENCES</b>			
1.			
2.			

**CREDIT INFORMATION** Please list all your financial obligations

Name of Your Bank , Address		Account Number		Checking	\$
				Savings	\$
Name Of Creditors	Address	City/ State	Phone	Balance	Due Monthly

**GENERAL INFORMATION** Circle answer that applies

- Do you smoke? Yes      No
- Do you have any pets? Yes      No
- Have you ever filed for bankruptcy? Yes      No
- Do you have any musical instruments? Yes      No
- Do you have any water filled furniture or do you? Yes      No
- Intend to use water filled furniture in the apartment? Yes      No
- Have you ever been convicted for selling, possessing, distributing or manufacturing illegal drugs or convicted of any other crime? Yes      No
- Have you ever been evicted for nonpayment of rent or any other reason? Yes      No

Please explain any "yes" answers to the above questions:

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Why are you leaving your current residence?

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How soon do you want to move in this home/apartment?

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Length of tenancy you would prefer, circle one? month-to-month      6-mo.      1-yr  
 2-yr      3-yr      other, explain

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How did you hear about us?

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The applicant hereby applies to rent/lease Apartment # \_\_\_\_\_ at \_\_\_\_\_ for \$ \_\_\_\_\_ per \_\_\_\_\_, and upon owner's approval agrees to enter into a Rental Agreement and/or Lease and pay all rent and security deposits required before occupancy.

An application fee of **\$ \$40.00** is hereby submitted for the cost of processing this application, to obtain credit history, employment verification, landlord verification, and other background information.

Applicant represents that all information given on this application is true and correct. Applicant hereby authorizes verification of all references and facts, including but not limited to current and previous landlords and employers, and personal references. Applicant hereby authorizes owner/agent to obtain Unlawful Detainer, Credit Reports, Telechecks, and/or criminal background reports. Applicant agrees to furnish additional credit and/or personal references upon request. Applicant understands that incomplete or incorrect information provided in the application may cause a delay in processing which may result in denial of tenancy. Applicant hereby waives any claim and releases from liability any person providing or obtaining said verification or additional information.

Applicant: \_\_\_\_\_ Date: \_\_\_\_\_  
(Signature required)

#### CODE FOR EQUAL HOUSING OPPORTUNITY

We support 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.

We reaffirm its beliefs that equal opportunity can best be accomplish through effective leadership, education, and the mutual cooperation of owners, managers and the public.

Therefore, we agree to abide by the following provisions of this Code of 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 reasonability 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 preferences, limitations or discriminations in the rental or sale of housing.

Landlord Verification Form

To: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

From: Nissi Properties  
\_\_\_\_\_  
[info@nissi-properties.com](mailto:info@nissi-properties.com)

Dear Landlord,  
(Name) \_\_\_\_\_ has an application in process for occupancy of a property managed by NISSI PROPERTIES. Your name was given as the present/previous landlord. We would appreciate your cooperation in providing the following information. Please complete the lower portion of this form and scan-email back to me. Any information you can provide is greatly appreciated.

**I hereby authorize the release of the requested information.**

**Applicant Signature** \_\_\_\_\_ **Date:** \_\_\_\_\_

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

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

Date Of Applicant 's Tenancy: \_\_\_\_\_ to \_\_\_\_\_

Rent Amount \$ \_\_\_\_\_ Pay On Time? \_\_\_\_\_ # of late(s)? \_\_\_\_\_

Eviction Proceedings? \_\_\_\_\_ Any Money Owed? \$ \_\_\_\_\_

Any NSF? \_\_\_\_\_ Damages to Apt/House? \_\_\_\_\_

Any Interferences with house rules? \_\_\_\_\_

Any Notices Served? \_\_\_\_\_ 30-Days Notice given? \_\_\_\_\_

Would you rent to them again? \_\_\_\_\_

Any Additional Comment? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Management/ Representative Sign: \_\_\_\_\_

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

Employment Verification Form

To: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

From: Nissi Properties  
\_\_\_\_\_  
[info@nissi-properties.com](mailto:info@nissi-properties.com)

Dear Employer,  
(Name) \_\_\_\_\_ has an application in process for occupancy of a property managed by NISSI PROPERTIES. Your name was given as the present/previous employer. We would appreciate your cooperation in providing the following information. Please complete the lower portion of this form and scan-email it back to me. Any information you can provide is greatly appreciated.

**I hereby authorize the release of the requested information.**

**Applicant Signature** \_\_\_\_\_ **Date:** \_\_\_\_\_

Current \_\_\_\_\_ Former \_\_\_\_\_ Date Hired? \_\_\_\_\_  
Part Time \_\_\_\_\_ Full Time \_\_\_\_\_ Monthly Salary \_\_\_\_\_  
Position/Title: \_\_\_\_\_  
Any Additional Comment? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Management/ Representative Sign: \_\_\_\_\_

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_