

Ingrid Lion Properties

**PO Box 1350
Selma, CA 93662
(559) 393.5553**

Below is a detailed list of required documents to process your application. Each adult residing on the premises needs to fill out a separate application, whether employed or unemployed. Please allow 1-3 business days to process your application.

Completed application including:

1. Clear photo of driver's license for *each adult* residing on the premises. Take a photo of your DL with your cell phone and email. Scanned copies will not be accepted.
2. If you are employed:
 - a. Previous year's W2
 - b. Last (2) paycheck stubs
 - c. Make sure the application has employment info (include correct contact name and number).
 - d. If relocating from out of state, please attach a letter of transfer from your employer.
3. If you are self-employed:
 - a. Previous year's form 1040 from tax returns
 - b. 3 months of bank statementsNote: If self-employed, tax forms must show 3.5x the amount of rent in PROFIT after deductions.
4. If you are receiving income from another source such as SSI or Disability:
 - a. Award letter
 - b. 3 months of bank statements.
5. Applicant(s) must sign the release form in order for ILP to inquire about your information.
6. Please fill out the attached credit card form for the \$40 application fee.
7. Send completed application and supporting documents to dgarcia@lionraisins.com
8. Incomplete applications or applications missing documents **will not be processed**.
9. ***If Approved*** deposits and first month's rent in **cashier's check along with the original signed lease**, need to be sent overnight to Attn: Chris Scott 9500 S. De Wolf, Selma, CA 93662. You can send deposits via Fed Ex or UPS.

Applicant Qualifications:

Applicant's combined monthly household income must be 3.5 x amount of rent. We verify employment, income and rental history. Applicant must have verifiable income AND verifiable employment at current employment NO LESS than 12 months. Credit check and eviction screening are completed, \$40 application fee per adult. Pets OK only Dogs (depending on size, breed and quantity). NO SECTION 8. ****Please make note that these qualifications apply to each applicant contributing to the overall income. These guidelines are non-negotiable****

Please contact Damaris Hogan-Garcia at 559-393-5553, if you have any questions.

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RENTAL/CREDIT APPLICATION

PERSONAL INFORMATION

Name of Applicant _____ Telephone _____

Date _____ Email Address _____ Date of Birth _____

Social Sec. No. _____ Driver's License No. _____

Present Street Address _____ Do you currently own a home? Yes or No _____

City _____ State _____ Zip _____

Name of Landlord _____ Telephone _____

Prior Street Address _____

City _____ State _____ Zip _____

Prior Landlord _____ Telephone _____

How long have you lived at present address? _____ How long did you live at prior address? _____

How many will be living in this unit? _____ Adults _____ Children _____

Pets? Qty _____ Dog Breed _____ Weight/Size _____ Indoor / Outdoor _____

Employer _____ Occupation _____ Current Salary _____

How long? _____ Contact Person _____ Telephone _____

SPOUSE INFORMATION

Name of Spouse _____ Telephone _____

Social Sec. No. _____ Date of Birth: _____

Driver's License No. _____ Email Address _____

Employer _____ Occupation _____ Current Salary _____

How long? _____ Contact Person _____ Telephone _____

BANK INFORMATION

Bank Name _____ Branch _____ Telephone _____

Checking Account No. _____ Savings Account No. _____

PERSONAL REFERENCES

Name	Relationship	Telephone
_____	_____	_____
_____	_____	_____
_____	_____	_____

CREDIT REFERENCES

Credit Grantor	Address	Telephone
_____	_____	_____
_____	_____	_____
_____	_____	_____

OTHER INFORMATION

Number of vehicles (including company cars) _____

Make/Model	Year	Color	Tag No.	State
_____	_____	_____	_____	_____
Make/Model	Year	Color	Tag No.	State
_____	_____	_____	_____	_____
Make/Model	Year	Color	Tag No.	State
_____	_____	_____	_____	_____

Have you ever:

Filed for bankruptcy? No Yes If YES, when? _____

Been served an eviction notice or been asked to vacate a property you were renting? No Yes

If YES, when? _____ Why? _____

Willfully or intentionally refused to pay rent when due? No Yes

If YES, when? _____ Why? _____

How were you referred to us?	<input type="checkbox"/> Internet Website (name)	<input type="checkbox"/> Realtor (name)
<input type="checkbox"/> Friend (name)	<input type="checkbox"/> Sign (location)	<input type="checkbox"/> Other

Rental Unit applied for _____

Desired Commencement Date: _____ Term: _____ Rental Rate: _____

AUTHORIZATION TO RELEASE INFORMATION

Applicant hereby authorizes verification of any and all information set forth on this application, including release of information by any bank, savings and loan, employer (present and former), landlord, and/or other lender. All such information hereon, and released as authorized above, will be kept confidential. APPLICANT REPRESENTS THAT THE INFORMATION SET FORTH ON THIS APPLICATION IS TRUE AND COMPLETE. Material misrepresentations on this Application will constitute default under the lease or Rental Agreement between parties.

APPLICATION FEE – Applicant has submitted the sum of \$ _____ which is a non-refundable payment for a credit check and processing charges, receipt of which is acknowledged by Management. Such sum is not a rental payment or deposit amount. In the event this application is approved or disapproved, this sum will be retained by management to cover the cost of processing application as furnished by applicant. This Application must be signed before it can be processed by Management.

Applicant's Signature _____ Date _____

Applicant's Signature _____ Date _____

FOR OFFICE USE ONLY – DO NOT WRITE BELOW

Application Verification	Person Contacted	Remarks
<input type="checkbox"/> Present Landlord		
<input type="checkbox"/> Previous Landlord		
<input type="checkbox"/> Applicant's Employment		
<input type="checkbox"/> Applicant's Employment		
<input type="checkbox"/> Reference (1)		
<input type="checkbox"/> Reference (2)		
<input type="checkbox"/> Other		
<input type="checkbox"/> Other		
<input type="checkbox"/> Previous Year's W2 <input type="checkbox"/> Last Two Check Stubs <input type="checkbox"/> Driver's License <input type="checkbox"/> Credit Report		

Verification completed by: _____

Date: _____

Remarks: _____

NO Evictions Found Evictions Found

	Monies Received	
<u>Date</u>	<u>Description</u>	<u>Amount</u>
	Application Fee	
	Security Deposit	
	Cleaning Deposit	

THIS APPLICATION:

Is Approved Is Not Approved

CREDIT CARD INFORMATION

There is a \$40.00 charge associated with running your application and checking your credit and eviction information. Please provide the information requested and sign below giving us approval to charge your credit card.

Name on Card: _____

Card Type: Visa _____ Master Card _____

Card Number: _____

Card Expiration: _____ Billing Zip Code: _____

V-Code: _____ (last 3 digits on back of card)

I give, Ingrid Lion Properties, approval to charge my credit card in the amount of \$40.00 as an application fee. I understand this fee will not be refunded in the event that this application is approved or disapproved.

Applicant's Signature

Date

FOR OFFICE USE ONLY- BELOW

Date Processed: _____

Authorization Number: _____

Application Fee: \$ _____

No. of Applications: _____