LIBERTY PROPERTY MANAGEMENT

libertypropertymanagement.com

RESIDENTIAL PROPERTIES · COMMERCIAL INVESTMENT · INDUSTRIAL PROPERTIES · MULTIPLE UNITS · APARTMENTS

APPLICATIONS ARE ONLY GOOD FOR 30 DAYS FROM THE DATE OF APPROVAL. THIS APPLICATION DOES NOT GUARANTEE YOU ANY RENTAL PROPERTY.

A complete separate application is required from each adult (anyone 18 years and older) who intends to reside at the property. Liberty Property Management requires $35.00 as a *processing fee* to check income, rental or home ownership history, and credit. The fee is non-refundable if the application is processed and must be in the form of **cashier's check or money order only (NO CASH will be accepted)**. **All applications may be submitted online or to Liberty Property Management: 1120 Scenic Drive, Modesto, CA 95350.**

Renter's Insurance is required with a minimum of a $100,000 policy. Renter's Insurance policies are designed to cover YOU in the event of loss to your personal property and protect you in the event you are responsible for injury or property damage to others in your rented Apartment, Home or Condo. Renters Insurance is *relatively inexpensive*. The average cost of renter's insurance begins about $20 a month for around $40,000 worth of property coverage and $300,000 worth of liability coverage. **RATES AND COVERAGES MAY VARY.**

No smoking is allowed in the rental property or in any common areas that may affect other residents.

A credit report will be obtained for each applicant. Each unpaid collection will count as one negative rating in the percentage calculation below. Co-signers will **not** be accepted. We do not accept credit reports from outside sources. **Bankruptcies within the last year may disqualify an application. Any eviction may disqualify an application.** Rental references are considered unverifiable if, after three working days, your landlord has not returned Liberty Property Management's phone calls or faxes. **All income must be lawful and verifiable.** Cash or letters from your employer are not verifiable income.
Acceptable forms of verification include one of the following:
1. **Employees:** Request for Income Verification form completed by the employer, original pay stubs (2 most current months)
2. **Self-employed:** IRS 1040 (first two pages of the last two year's tax returns) and Schedule C (profit and loss statement of the last two year's tax returns).
3. **Child Support:** file stamped court order. Must show history of payment received for a minimum 12-month period.
4. **Award letters, court documentation.** Any SSI/Disability income must have an award letter indicating the income amount.

All blanks on the application must be filled in. Where a question does not apply, please write "none" or "n/a", as applicable. Missing or incomplete information may delay or prevent verification, permitting another application to be approved before yours.
Should Liberty Property Management be unable to verify any of the information on the application or if any of the statements are found to be false, the application will be denied. If an application is denied, you may begin the application process only after a period of **six months** has passed. Applications are processed as quickly as possible. **Applications will not be pre-screened.** Once an application has been completed, you will be notified of the result via mail or telephone. **An approved application does NOT guarantee you any unit.** An approved application will only determine your eligibility to rent the unit you have applied for. If your application is approved and your move-in date is not immediate, a holding consideration fee will be taken. A consideration fee must be in the form of a cashiers check or money order only. This will hold the property for seven days from date of availability. Should you decide to not rent the unit, this consideration fee is **non-refundable.** You will be required to pay the first month's rent, security deposit and any other applicable deposits in advance and these funds must be made in the form of certified funds. (i.e.. Money order or Cashiers Check.) **Due to possible human error, we ask that you inspect the interior of the unit of your choice carefully to ensure amenities listed are actually present.**

THE FOLLOWING ARE THE MINIMUM REQUIREMENTS THAT AN APPLICANT MUST FULFILL TO QUALIFY TO RENT A PROPERTY MANAGED BY LIBERTY PROPERTY MANAGEMENT. ALL CO-APPLICANTS ADMITTED TO ASSIST WITH THE NECESSARY REQUIREMENTS MUST RESIDE IN CALIFORNIA.

IF YOU DO NOT AGREE WITH ANY OF THE FOREGOING, DO NOT SUBMIT AN APPLICATION.

I irrevocably authorize Liberty Property Management to keep a copy of the application and all documents submitted. Your signature is your agreement to the above.

Applicant Signature: _____ **Date:** _____

Requirements

MONTHLY RENT	$595 or less	$596-$995/month	$996/month or greater
CREDIT	At least 1 line of credit per applicant established for at least 6 months, with 40% Positive credit overall.	At least 1 line of credit per applicant established for at least 6 months, with 60% Positive credit overall.	At least 2 lines of credit per applicant established for at least 12 months, with 70% Positive credit overall.
INCOME	2 ½ times one month's rent.	2 ½ times one month's rent.	3 times one month's rent.
RENTAL OR HOME OWNERSHIP	A combined six months of CURRENT **favorable and verifiable** rental references or home ownership must be provided. References from family and friends will not be accepted.	A combined one year of CURRENT **favorable and verifiable** rental references or home ownership must be provided. References from family and friends will not be accepted.	A combined two years of CURRENT **favorable and verifiable** rental references or Home ownership must be provided. References from family and friends will not be accepted.

EQUAL HOUSING OPPORTUNITY

Corporate Office:
1120 Scenic Drive
Modesto, CA 95350
Ph: 209-576-0934
Fax: 209-527-0386

Your processing fee pays for the following costs incurred by Liberty Property Management:

Processing Fee Charges to Applicant

Credit Report	$10.00
Telephone Calls (Former Landlord, Employer, etc.)	$ 8.00
Staff Time	$17.00
Minimum cost to Liberty Property Management to Process Application	**$35.00**

APPLICANT'S LAST NAME_____ **FULL INITIAL**_____

DISCLOSURE & AUTHORIZATION

The undersigned declares that the information on this rental application is true and correct, and understands that false statements may result in rejection of this and any future applications for housing, which we manage. The undersigned does further understand that all persons or firms named may freely give any requested information concerning me and I hereby waive all right to action for any consequences resulting from such information. By my signature below, I authorize the investigation and release of the information on all statements contained herein, including but not limited to a credit check, to Liberty Property Management and/or its principal and/or the owner of any property which I am applying to occupy.

I further understand and agree that Liberty Property Management will rely upon this Rental Application as an inducement for entering into a rental agreement or lease and I warrant that the facts contained in this Application are true. If any facts prove to be untrue, Liberty Property Management may terminate my tenancy immediately and collect from me any damages incurred including reasonable attorneys fees resulting there from. You are also herein notified that a negative credit report reflecting your credit record may be submitted in the future to a credit reporting agency if you fail to fulfill the terms of your rental obligations or if you default in those obligations in any way.

Liberty Property Management welcomes all applicants and supports fair housing. We do not refuse to lease or rent any housing accommodations or property nor in any other way discriminate against a person because of sex, marital status, race, creed, religion, age, familial status, physical, or mental handicap, color or national origin. Notice of the contractual relationship between the Property Owner and Liberty Property Management: Liberty Property Management is an exclusive agent of the Property Owner and represents the Property Owner's interest in any and all rental transactions.

DATABASE DISCLOSURE: NOTICE: The California Department of Justice, sheriff's departments, police departments serving jurisdictions of 200,000 or more and many other local law enforcement authorities maintain for public access a data base of the locations of persons required to register pursuant to paragraph (1) of subdivision (a) of Section 290.4 of the Penal Code. The database is updated on a quarterly basis and a source of information about the presence of these individuals in any neighborhood. The department of Justice also maintains a Sex Offender Identification Line through which inquiries about individuals may be made. This is a "900" telephone service. Callers must have specific information about individuals they are checking. Information regarding neighborhoods is not available through the "900" telephone service.

I hereby have read thoroughly and have agreed to the above, RENTAL POLICIES & PROCEDURES, DISCLOSURE & AUTHORIZATION and DATA BASE DISCLOSURE NOTICE on pages one and two.

APPLICANT SIGNATURE:_____ **DATE:** _____

PRINT NAME:_____

_____**INITIAL**: If the dwelling for which you are applying for was constructed prior to 1978, you shall be receiving information regarding potential lead hazards and you will have 48 hours, excluding weekends and holidays, to have the dwelling professionally inspected by a certified inspector for the presence of lead. Inspection and testing shall be at the expense of the applicant. The applicant will be held financially liable for costs to repair any damage caused as a result of the inspection.

For Office Use Only

Landlord Reference

Current Residence Address:_____

Previous Residence Address:_____

Landlord Name:_____

Fax:_____ Phone:_____

Move-In/Out:_____ Monthly Payments:_____ Any 3day/Eviction Proceedings? Y/N_____

30 Day Notice Given? Y/N_____ # of NSF's: _____ # of Late Payments:_____

Condition of Unit:_____

_____

History of Payments:_____

Would You Rent To Them Again? Y/N_____ Why Not:_____

_____

Any Pets? Y/N_____ Describe:_____

Completed By:_____ Signature: _____ Date:_____

Landlords - Please complete and fax to (209) 527-0386

APPLICANT'S LAST NAME_____ **FULL INITIAL**_____

Property:

FOR OFFICE USE ONLY Lead: Y / N

Property No: _____ Date: ____/____/_____

Rental Property Address: _____City_____

Bed/Bath: _____/_____ Contact (_____)_____-_____

Rent/Deposit: $_____/$_____/$_____

Fee rec'd $_____ Rec'd by: _____ Consideration Fee:$_____

Applicant's Full Name: _____

How did you hear about our Company:

- ☐ PMZ IPhone Application
- ☐ Postlets.com
- ☐ Current Tenant/Previous Tenant
- ☐ YELP
- ☐ Rentbits.com
- ☐ Google Search (for:_____)
- ☐ Yahoo Search (for:_____)
- ☐ PMZ Realtor (Which one:_____)
- ☐ Previous/Current Owner
- ☐ LPM Sign
- ☐ Craigslist
- ☐ Another Company (Which:_____)
- ☐ Phone Book (Which: ATT/Valley Yellow Page)
- ☐ Other:_____

PERSONAL INFORMATION

Birth date: _____ Soc. Sec. #:_____

E-mail Address:_____ Contact #_____

LIST ANY OTHER PERSONS WHO WILL RESIDE WITH YOU BELOW. Please enclose a separate sheet of paper for more residents **ANY ADULT OF AGE 18 AND OVER MUST SUBMIT A SEPARATE APPLICATION**

NAME	BIRTHDATE	SOC.SEC. #	RELATIONSHIP

1. Have you ever filed bankruptcy? (**Y**/**N**) If yes, when? (Bankruptcies within the last year may disqualify you):

_____

2. Have you ever been evicted? (**Y**/**N**) If yes, list specifics (An eviction may disqualify you):

_____

3. Any judgments or collections against you? (**Y**/**N**) If yes, list specifics:

_____

4. Have you ever been convicted of a felony? (**Y**/**N**) If yes, list specifics (A felony may disqualify you):

_____

An application can be denied from a conviction of a felony if it is a: Violent crime (including the use of firearm), crimes of a sexual nature, crimes against property or persons (arson/theft), and convictions of drug manufacturing or distribution.

Present Legal Residence:

Address: _____ Apt#: _____ City: _____ State:_____

Zip:_____ Resided from _____to _____ ☐ own/rent ☐ other: _____

Home Phone: _____ Cell Phone:_____

Reason for moving:_____

Landlord Name/Mortgage Co:_____

Address:_____ City:_____ State:_____

Zip:_____ Phone No: _____

Fax:_____ Monthly Payments: $_____

Current Employment

Company: _____ Address: _____

City: _____State: _____ Zip: _____ How long: _____

Position: _____ Supervisor: _____

Phone No: _____ Fax:_____

Total hours work per week: _____ Income: $_____per_____

APPLICANT'S LAST NAME_____ **FULL INITIAL**_____

Previous Legal Residence:

Address: _____ Apt#: _____ City: _____ State:_____

Zip:_____ Resided from _____to _____ own/rent other: _____

Home Phone: _____ Cell Phone: _____

Reason for moving:_____

Landlord Name/Mortgage Co:_____

Address: _____City: _____State:_____

Zip: _____Phone No: _____

Monthly Payments: $_____

Previous Employment / 2nd Job: (Please Circle)

Company: _____ Address: _____ City: _____State: _____ Zip: _____ How long: _____

Position: _____ Supervisor: _____

Phone No: _____ Total hours work per week: _____ Income: $_____per_____

Previous Employment / 3rd Job: (Please Circle)

Company: _____ Address: _____

City: _____State: _____ Zip: _____ How long: _____

Position: _____ Supervisor: _____

Phone No: _____ Total hours work per week: _____ Income: $_____per_____

Additional Income: Additional income such as child support, alimony, or separate maintenance need not be discussed unless such additional income is to be included for qualification hereunder.

Amount of $_____per_____ Source: _____

Amount of $_____per_____ Source: _____

Amount of $_____per_____ Source: _____

EMERGENCY CONTACT INFORMATION

Family Physician: _____ Phone: _____

Address: _____ City: _____State: _____ Zip: _____

In case of an emergency, call: _____ Relationship: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone No. :_____ 2nd Phone No.: _____

There is an increase in security deposit of $300.00 for each pet, depending on the unit's pet allowance (varies by property, **maximum of 2 pets**). Please note that all pets are **outside pets only.** No puppies allowed. Chow, Doberman Pinscher, Pit-Bull or Pit-Bull mix, Presa Canario, Rottweiler, Wolf Hybrid or Wolf Dog, Akita breeds, Shar-Pei and blue-tongue breeds, whether purebred or crossbred are **prohibited**. All pets residing at the property **must be listed at time of application. Pets cannot be added** to rental agreement/lease after the application has been submitted. Applicants must submit a current photograph of the animal listed on the application.

PETS:

Do you have any pets? **Y/N** If yes, how many: _____ **PETS CANNOT BE ADDED TO RENTAL AGREEMENT/LEASE AFTER APPLICATION HAS BEEN SUBMITTED. PLEASE NOTE THAT ALL PETS ARE OUTSIDE ONLY.**

Type:_____ Breed:_____

Age:_____ Weight:_____ Color/Markings:_____

License #_____ City of Issue:_____ Date of Rabies shot:_____

Type:_____ Breed:_____

Age:_____ Weight:_____ Color/Markings:_____

License #_____ City of Issue:_____ Date of Rabies shot:_____

VEHICLES:

No. of vehicles on property: _____

Do you have any recreational vehicles (vans, boats, motorcycles) if so, specify?:_____

Auto No. 1:

Make:_____ Plate No./State:_____/_____

Year:_____ Color:_____

Auto No. 2.:

Make:_____ Plate No./State:_____/_____

Year:_____ Color:_____

Modesto Office:
1120 Scenic Drive
Modesto, California 95350
Phone (209) 576 0934
Fax (209) 527 0386

Liberty PROPERTY MANAGEMENT

Stockton Office:
3522 Deer Park Drive
Stockton, California 95219
Phone (209) 472 0934
Fax (209) 474 2811

Residential Properties • Commercial Investment • Industrial Properties • Multiple Units • Apartments

MUST BE SIGNED IN ORDER TO PROCESS YOUR APPLICATION

The undersigned declares that the information on this rental application is true and correct, and understands that false statements may result in rejection of this and any future applications for housing, which we manage. The undersigned does further understand that all persons or firms named may freely give any requested information concerning me and I hereby waive all right to action for any consequences resulting from such information. By my signature below, I authorize the investigation and release of the information on all statements contained herein, including but not limited to a credit check, to Liberty Property Management and/or its principal and/or the owner of any property which I am applying to occupy.

_____ _____ _____
Applicant Signature Social Security Number Date

If you are currently employed and have been so for less than 12 months please have your employer complete this portion.

_____ _____
Position Length of Employment and /or Date of Hire

___Temporary ___ Full Time ___ Permanent ___Part Time

RATE OF PAY:

Hourly$_____/hour _____ hours per week.

Weekly $_____/week

Monthly $_____/month

Other $_____/explain _____

ANNUAL INCOME AT CURRENT RATE: $_____/year

I hereby certify that the statements above are true and complete to the best of my knowledge.

_____ _____
Employer Signature Print Name

_____ _____ _____ _____
Date Title Phone Fax

APPLICANT'S LAST NAME_____ **FULL INITIAL**_____