

RENTAL APPLICATION FOR:



**Valley Fair Realty Corp.**  
508 Forbes Ave. • Yuba City, CA. 95991

Ph: (530) 673-3916 • Fax: (530) 673-3946 • E-Mail: [vfr@vfrcorp.com](mailto:vfr@vfrcorp.com)

Please include "Proof of Income" and a "Processing Fee of: \$ 35.00.

This fee will be used for processing "third party" verifications for "Housing History", "Credit Reports", and "Criminal Background Checks". Discount for Military.



<p><b>NOTICE TO APPLICANT:</b> Application information must be complete. If not complete, it will be returned to the applicant. It is your responsibility to contact this office to advise us of any changes in your circumstances: address, phone, income, number of household members, etc. Please write "N/A" on all lines that are not applicable to your situation.</p>	<b>OFFICE USE ONLY</b>
	DATE REC'D _____
	TIME _____
B/R SIZE _____	

**I. PERSONAL INFORMATION** - Please list ALL people who will live with you

FULL NAME	RELATIONSHIP TO APPLICANT	BIRTHDATE	SOCIAL SECURITY NUMBER	DRIVERS LICENSE NUMBER
1.	SELF			
2.				
3.				
4.				
5.				
6.				

**II. HOUSING HISTORY** - All notices and calls will go to this address and phone number

CURRENT ADDRESS \_\_\_\_\_ CITY/STATE/ZIP \_\_\_\_\_  
 MAILING ADDRESS \_\_\_\_\_ CITY/STATE/ZIP \_\_\_\_\_  
 CONTACT PHONE \_\_\_\_\_ E-MAIL ADDRESS \_\_\_\_\_  
 OCCUPIED FROM \_\_\_\_\_ TO \_\_\_\_\_ AMOUNT OF RENT PAID \$ \_\_\_\_\_  
 REASON FOR LEAVING \_\_\_\_\_  
 CURRENT LANDLORD'S NAME \_\_\_\_\_ PHONE \_\_\_\_\_  
 COMPLETE ADDRESS \_\_\_\_\_

PREVIOUS ADDRESS \_\_\_\_\_ CITY/STATE/ZIP \_\_\_\_\_  
 OCCUPIED FROM \_\_\_\_\_ TO \_\_\_\_\_ AMOUNT OF RENT PAID \$ \_\_\_\_\_  
 REASON FOR LEAVING \_\_\_\_\_  
 LANDLORD'S NAME \_\_\_\_\_ PHONE \_\_\_\_\_  
 COMPLETE ADDRESS \_\_\_\_\_

PREVIOUS ADDRESS \_\_\_\_\_ CITY/STATE/ZIP \_\_\_\_\_  
 OCCUPIED FROM \_\_\_\_\_ TO \_\_\_\_\_ AMOUNT OF RENT PAID \$ \_\_\_\_\_  
 REASON FOR LEAVING \_\_\_\_\_  
 LANDLORD'S NAME \_\_\_\_\_ PHONE \_\_\_\_\_  
 COMPLETE ADDRESS \_\_\_\_\_

**NOTE\*** - If you answer yes to any of the following questions, a through h, please explain on a separate sheet of paper and attach to this application.

- a. Have you had additional addresses not listed above, or have you ever applied for housing under a different name? \_\_\_\_\_
- b. Are you related to any of the above landlords? \_\_\_\_\_ If yes, please state your relationship after the landlord's name above. \_\_\_\_\_
- c. Do you anticipate a change in your household size for any reason within the next 12 months? \_\_\_\_\_
- d. Would you or any member of your household benefit from the design features of a handicap accessible unit or require special accommodation? \_\_\_\_\_
- e. Are you being, or have you ever been evicted? \_\_\_\_\_
- f. Have you or any member of your household been convicted of a felony? \_\_\_\_\_
- g. Are you, or any member of your household engaged in the current (current meaning within the past 18 months) illegal use of a controlled substance? \_\_\_\_\_
- h. Do you have animals? \_\_\_\_\_ If yes, how many and what kind? \_\_\_\_\_

**III. PERSON TO NOTIFY IN CASE OF EMERGENCY:**

Name \_\_\_\_\_ Relationship \_\_\_\_\_ Phone # \_\_\_\_\_ Address \_\_\_\_\_ City/State/Zip \_\_\_\_\_

**IV. PERSONAL REFERENCES:**

NAME	ADDRESS	TELEPHONE	RELATIONSHIP

**V. EMPLOYMENT HISTORY:**

PREVIOUS EMPLOYER	ADDRESS	TELEPHONE	DATES EMPLOYED

**VI. CURRENT INCOME - ALL SOURCES**

Income to be included:	Gross Monthly Income		
1. Earnings (salary, O/T, bonus)			
2. Social Security, SSI			
3. Unemployment compensation			
4. AFDC aid-families, dependent children			
5. Aid Dependent Children			
6. Alimony / Child support			
7. Other (to be specified)			
For each source of income listed above, please list the name or agency, complete address, and phone number for verification.			
	total monthly income:		
ITEM	CURRENT SOURCE OF INCOME	ADDRESS	PHONE

**VII. OTHER ASSETS** - List any other asset, (real estate, life insurance, etc). Details should be listed on a separate sheet.

A Credit Report, Housing History and Criminal Background Check will be obtained for all applicants.

I/We certify the housing I/We are applying for will be my/our permanent home. I/We further certify that I/We will not maintain a rental unit in a different location.

**APPLICANT HEREBY VERIFIES THAT THE ABOVE IS ACCURATE AND COMPLETE AND THAT ANY MISREPRESENTATION WILL DISQUALIFY THE APPLICANT. APPLICANT HEREBY AUTHORIZES INVESTIGATION AND VERIFICATION THEREOF.**

\_\_\_\_\_  
 APPLICANT SIGNATURE                      DATE

\_\_\_\_\_  
 CO-APPLICANT SIGNATURE                      DATE

# RENT & OCCUPANCY POLICY FOR VALLEY FAIR REALTY CORPORATION

508 Forbes Avenue  
Yuba City, CA 95991



**Phone:** (530) 673-3916

**Fax:** (530) 673-3946

**E-Mail:** vfr@vfrcorp.com

This unit is managed by Valley Fair Realty Corporation as Agent for the Owner. Households will be qualified based on previous housing information and proof of sufficient income, regardless of race, color, religion, sex, age, national origin, marital or familial status, physical or mental handicap, source of income and sexual orientation.

**UNIT DENSITY STANDARDS:** According to the California Code of Regulations, every room occupied for sleeping purposes by one or more occupants shall be at least 50 square feet of floor area. These guidelines are used to ensure fair and equal service to our prospective and current Residents. This rule in general equates to the following:

<b>Unit Style:</b>	<b>Number of Maximum Occupants:</b>
One Bedroom	Three Occupants
Two Bedrooms	Five Occupants
Three Bedrooms	Seven Occupants
Four Bedrooms	Nine Occupants

**APPLICATIONS:** For each application, there is a \$35.00, non-refundable processing fee. All residents of the unit must be listed on the rental application and each person occupying the unit, which is age 18 or older, must complete an application. The proof of income and the application processing fee for each applicant are due at the time the application is submitted to Valley Fair Realty. This fee will be used for processing “third party” verifications for “Housing History”, “Credit Reports”, and “Criminal Background Checks”. Discount for Military.

A credit report and rental history will be obtained on every application submitted to determine a history of collections and evictions. We will not accept credit reports supplied to us by the applicant. Incomplete or incorrect information may result in rejection. Persons wishing to join an existing household must also complete the application and screening process.

All employment and sources of income for the household must be verifiable in writing. Your employer may be contacted to verify employment information. The total gross monthly income from all qualified applicants must be approximately three times the monthly rent, for the unit the household is applying for.

Providing the social security account number is voluntary in accordance with California privacy laws. However, if the social security account number is not included, management may be unable to process this application for the purposes of credit worthiness, screening and housing history.

## **RENT & OCCUPANCY POLICY FOR VALLEY FAIR REALTY CORPORATION**

**508 Forbes Avenue  
Yuba City, CA 95991**

Anyone over 18 years of age, who would like to view one of our vacant units, may do so by providing proof of identification and obtaining keys from our office. Any occupied units that wish to be viewed, will only be allowed by a request of 24 hours in advance, and if the occupying tenant gives their authorization.

All approved applicants will be notified as soon as all information needed has been acquired and reviewed by one of our Property Supervisors.

All denied applicants will be notified in writing, stating the reason for denial. Notifications of denial will be mailed to the current address listed on the submitted application.

### ***Applicants may be rejected for any of, but not limited to, the following reasons:***

- Utility collections.
- A history of less than 7 years of continued housing and non-reported addresses.
- A combined gross income of less than three (3) times the monthly rent amount.
- A history of illegal substance abuse, violent and/or deviant behavior or criminal activity/convictions.
- An adverse credit report with three (3) or more collections; such as delinquent accounts or judgments.
- Evictions within the previous five (5) years.

No pets are allowed unless approved by the owner of the unit, that the applicant is applying for.

### ***Lease signings and Move-Ins:***

A vacant unit will not be held for more than two weeks once an applicant has been approved. An occupied unit may be held until it is rent ready as long as a holding deposit is provided and the holding deposit form is completed. Once the Lease Agreement is signed the holding deposit will be used as all or part of the required security deposit.

All appointments and lease signings will be scheduled with a Property Supervisor at Valley Fair Realty, Monday thru Friday from 8 am – 11 am, and from 1 pm – 3:30 pm. You will need to arrive promptly at the time scheduled so that other applicants with appointments will not have their appointments delayed.

During the Lease signing appointment, the tenant or co-tenant will be given a move-in inspection sheet. The move-in inspection will then be taken to the rental property and completed. Once completed, you will return to Valley Fair Realty with the completed move-in inspection form and complete the lease signing. No lease agreements will be signed after 3:30 pm. All applicants must sign and initial the lease agreement.

**PAYMENTS:** The first month's rent and the security deposit will be due at the time of the lease agreement signing. The second month will be pro-rated if applicable.