

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



**Stockton Office:**  
 3516 Deer Park Drive  
 Stockton, California 95219  
 Phone (209) 472 0934  
 Fax (209) 474 2811

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

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 \$30.00 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 **cash or money order only**. **All applications must be submitted to Liberty Property Management at 1120 Scenic Drive, Modesto, CA 95350. Or 3516 Deer Park Drive, Stockton, CA 95219.**

A credit report will be obtained for each applicant. Each unpaid collection will count as one negative rating in the percentage calculation below. Cosigners will not be accepted. We do not except credit reports from outside sources. **Bankruptcies within the last year may disqualify an application. Any eviction within the last 5 years 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. **Direct deposits:** bank statements for the past two months, which must list the source of the deposit.
4. **Child Support:** file stamped court order. Must show history of payment received for a minimum 12-month period.
5. **Award letters, court documentation.**

**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. **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 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 <u>six</u> months of <b>favorable and verifiable</b> rental references or home ownership must be provided, excluding renting from family and friends.	A combined <u>one</u> year of <b>favorable and verifiable</b> rental references or home ownership must be provided, excluding renting from family and friends.	A combined <u>two</u> years of <b>favorable and verifiable</b> rental references or Home ownership must be provided, excluding renting from family and friends.



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

<b>Processing Fee Charges to Applicant</b>	
Credit Report	\$12.50
Telephone Calls (Former Landlord, Employer, etc.)	\$ 8.00
Staff Time	\$ 9.50
<b>Minimum cost to Liberty Property Management to Process Application</b>	<b>\$30.00</b>

## 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 \_\_\_\_\_

**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: \_\_\_\_\_

**Applicant's Full Name:** \_\_\_\_\_

**How did you hear about our Company:**  PMZ iPhone Application  
 Modesto Bee Ad  PMZ Realtor (Which one: \_\_\_\_\_)  
 Postlets.com  Previous/Current Owner  
 LPM Sign  RentalHouses.com/Rentals.com  
 Craigslist  Rentbits.com  
 Another Company (Which: \_\_\_\_\_)  Google Search (for: \_\_\_\_\_)  
 Phonebook (Which: ATT/Valley Yellow Page)  Yahoo Search (for: \_\_\_\_\_)  
 Current Tenant/Previous Tenant  Other: \_\_\_\_\_

**PERSONAL INFORMATION**

Birth date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Expected move-in date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Soc. Sec. #: \_\_\_\_\_ E-mail Address: \_\_\_\_\_

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 an application.)

\_\_\_\_\_

2. Have you ever been evicted? (Y/N) If yes, list specifics . (Any eviction within the last 5 years may disqualify an application) :

\_\_\_\_\_

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

\_\_\_\_\_

**Present Legal Residence:**

Address: \_\_\_\_\_ Apt#: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_  
 Zip: \_\_\_\_\_ Resided from \_\_\_\_\_ to \_\_\_\_\_ own/rent other: \_\_\_\_\_ Home  
 Phone: \_\_\_\_\_ Cell: \_\_\_\_\_

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 \_\_\_\_\_

**Previous Legal Residence:**

Address: \_\_\_\_\_ Apt#: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_  
Zip: \_\_\_\_\_ Resided from \_\_\_\_\_ to \_\_\_\_\_ own/rent other: \_\_\_\_\_ Home  
Phone: \_\_\_\_\_  
Reason for moving: \_\_\_\_\_  
Landlord Name/Mortgage Co: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_  
Zip: \_\_\_\_\_ Phone No: \_\_\_\_\_  
Monthly Payments: \$ \_\_\_\_\_

**Previous Employment / 2<sup>nd</sup> Job: (Please Circle)**

Company: \_\_\_\_\_ Address: \_\_\_\_\_ City: \_\_\_\_\_  
State: \_\_\_\_\_ Zip: \_\_\_\_\_ How long: \_\_\_\_\_  
Position: \_\_\_\_\_ Supervisor: \_\_\_\_\_  
Phone No: \_\_\_\_\_ Total hours work per week: \_\_\_\_\_ Income: \$ \_\_\_\_\_ per \_\_\_\_\_

**Previous Employment / 3<sup>rd</sup> 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 a separate pet 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**. Pit-bull, Rottweiler and Doberman Pinscher breeds, whether purebred or crossbred are **prohibited**. Applicants must submit a current photograph of the animal listed on the application. 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.**

**PETS:**

Do you have any pets? **Y/N** If yes, how many: \_\_\_\_\_  
Type: \_\_\_\_\_ Breed: \_\_\_\_\_  
Age: \_\_\_\_\_ Weight: \_\_\_\_\_  
Type: \_\_\_\_\_ Breed: \_\_\_\_\_  
Age: \_\_\_\_\_ Weight: \_\_\_\_\_

**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: \_\_\_\_\_

