

RENTAL APPLICATION INSTRUCTIONS

- 1) Every adult who will live in the unit must submit a **separate** application. Any co-signer on the lease must also fill out a separate application.
- 2) The application must be completed in full, with **no blanks**. Incomplete applications will not be considered, so please mark “N/A” rather than leaving a blank line if applicable.
- 3) Every applicant’s **credit history and eviction record** will be verified using TenantVerification.com. This service is paid for by the applicant, and the applicant is entitled to a receipt showing the amount paid to the verification service upon written request.

4) ****All applications must be submitted along with:****

- a. A clear **copy** of the applicant’s government-issued photo identification
 - b. A **photograph** of the pet (if any) that applicant would like to keep in the unit, with the pet’s approximate weight written on the photograph. This can be delivered as a hard copy or emailed to: Rentals@HappyHomeSanDiego.com
 - c. **\$25.90 per adult applicant** for the credit and eviction report fee. Payment options:
 - i. Cash
 - ii. A check payable to F.C. Berys Property Management
 - iii. PayPal payment submitted via the PayPal button at www.HappyHomeSanDiego.com
 - iv. PLEASE NOTE: Applicant may submit a **copy** of his/her credit report instead of submitting this fee at the time of application. If the applicant is selected, the fee must then be paid at that time so that the credit report information can be verified before the lease is signed.
- 5) Please **call 619-665-3528** to make arrangements to submit the application.

RENTAL APPLICATION F.C. Berys Realty Services (619) 665-3528

Rental Application for this property (insert address):	
--	--

Date you would like your lease period to begin:	Ending:	Total Months:
---	---------	---------------

Full Name Including Middle Name:	
----------------------------------	--

Social Security #:	Driver License #:	Driver License State:
--------------------	-------------------	-----------------------

Home Phone:	Cell Phone:	Email:
-------------	-------------	--------

Present Street Address:	
-------------------------	--

City:	State:	Zip:
-------	--------	------

How long at this address?	Monthly Rent: \$	Reason for leaving:
---------------------------	------------------	---------------------

Manager Name:	Manger Phone:
---------------	---------------

Previous Street Address:	
--------------------------	--

City:	State:	Zip:
-------	--------	------

How long at this address?	Monthly Rent: \$	Reason for leaving:
---------------------------	------------------	---------------------

Manager Name:	Manger Phone:
---------------	---------------

Name of every person to live with you, even if only temporarily:	
--	--

Any pets?	If yes, type and weight:	Do you/will you have a waterbed?
-----------	--------------------------	----------------------------------

Present employer:	
-------------------	--

Address:	City / State:	Zip:
----------	---------------	------

How long with this employer?	Salary Per Month:
------------------------------	-------------------

Supervisor Name:	Supervisor Phone:
------------------	-------------------

Previous employer:	
--------------------	--

Address:	City / State:	Zip:
----------	---------------	------

How long with this employer?	Reason for leaving:
------------------------------	---------------------

Supervisor Name:	Supervisor Phone:
------------------	-------------------

Your Current Gross Income Per Month (before deductions)	\$
---	----

List sources of income (other than present employment listed above)	
---	--

Checking Account Bank Name:	Account # (Last 4 Digits Only):
-----------------------------	---------------------------------

Savings Account Bank Name:	Account # (Last 4 Digits Only):
----------------------------	---------------------------------

Major Credit Card #1 (i.e. Chase):	Account # (Last 4 Digits Only):
------------------------------------	---------------------------------

Major Credit Card #2:	Account # (Last 4 Digits Only):
-----------------------	---------------------------------

Other Loan/Credit Obligation:	Account # (Last 4 Digits Only):
-------------------------------	---------------------------------

Other Loan/Credit Obligation:	Account # (Last 4 Digits Only):
-------------------------------	---------------------------------

Have you ever filed bankruptcy?	If yes, explain (continue on back):
---------------------------------	-------------------------------------

Have you ever been evicted?	If yes, explain (continue on back):
-----------------------------	-------------------------------------

Have you ever been convicted of a felony?	If yes, explain (continue on back):
---	-------------------------------------

Vehicle(s) Make(s) & Model(s):	Vehicle(s) Year(s):	License Plate(s):
--------------------------------	---------------------	-------------------

Personal Reference:	Address:	Phone:
---------------------	----------	--------

Emergency Contact:	Address:	Phone:
--------------------	----------	--------

I declare that the statements above are true and correct. I authorize verification of my references, income, criminal, credit, and eviction records as they relate to my tenancy and to future rent collections.

Date _____ Signed _____

PHOTO ID

[Replace this page with a CLEAR copy (enlarged if necessary due to the copier's quality) of the applicant's driver's license or other government-issued photo identification]

PET PHOTOGRAPH

[Replace this page with a photograph of the pet named in the application (or email the photo to flaviaberys@gmail.com instead)]

NOTICE TO TENANT

This Landlord utilizes the services of TVS Tenant Verification Service Inc. which is a Credit Reporting Agency.

Tenants that leave landlords stuck with unpaid rental fees and/or damaged rental property are reported to TVS. TVS records this information in its database and it becomes known as a bad debt. Landlords want to reduce their risk of income loss and therefore will deny an application for tenancy based on a bad debt that has been reported by another landlord.

It is important therefore to make sure that all rental fees are paid at the time of your departure and that the rental unit has not been damaged due to your neglect.

TVS wants to help you by being able to report your credit history in a positive manner. A good credit history is important to you and important to your landlord. If you encounter a problem as a result of a credit check with TVS, you can inquire about your personal information that may be on file.

You must submit a request in writing and include two pieces of photocopied Identification; one piece of Identification must have your photo. You may call 604-576-3004 for assistance.

Thank you for your consideration.

AUTHORIZATION TO RELEASE CREDIT INFORMATION

This is to advise that I the undersigned hereby authorize the person or firm to whom my application has been submitted, to obtain credit reports that may be deemed necessary in connection with the establishment and maintenance of a credit account or for any other direct business requirement.

***Indicates required field**

* Last Name _____ * First Name _____

Date _____

Signature _____

FCRA Summary of Rights

A Summary of Your Rights - Under the Fair Credit Reporting Act.

The federal Fair Credit Reporting Act (FCRA) is designed to promote accuracy, fairness, and privacy of information in the files of every "consumer reporting agency" (CRA). Most CRAs are credit bureaus that gather and sell information about you - such as if you pay your bills on time or have filed bankruptcy - to creditors, employers, landlords, and other businesses. You can find the complete text of the FCRA, 15 U.S.C. §§ 1681-1681u, by visiting www.ftc.gov. The FCRA gives you specific rights, as outlined below. You may have additional rights under state law. You may contact a state or local consumer protection agency or a state attorney general to learn those rights.

- **You must be told if information in your file has been used against you.** Anyone who uses information from a CRA to take action against you - such as denying an application for credit, insurance, or employment - must tell you, and give you the name, address, and phone number or the CRA that provided the consumer report.
- **You can find out what is in your file.** At your request, a CRA must give you the information in your file, and a list of everyone who has requested it recently. There is no charge for the report if a person has taken action against you because of information supplied by the CRA, if you request the report within 60 days of receiving notice of the action. You also are entitled to one free report every twelve months upon request if you certify (1) you are unemployed and plan to seek employment within 60 days, (2) you are on welfare, or (3) your report is inaccurate due to fraud. Otherwise, a CRA may charge you up to eight dollars.
- **You can dispute inaccurate information with the CRA.** If you tell a CRA that your file contains inaccurate information, the CRA must investigate the items (usually within 30 days) by presenting to its information source all relevant evidence you submit, unless your dispute is frivolous. The source must review your evidence and report its findings to the CRA. (The source also must advise national CRAs - to which it has provided the data - of any error.) The CRA must give you a written report of the investigation and a copy of your report if the investigation results in any change. If the CRA's investigation does not resolve the dispute, you may add a brief statement to your file. The CRA must normally include a summary of your statement in the future reports. If an item is deleted or a dispute statement is filed, you may ask that anyone who has recently received your report be notified of the change.
- **Inaccurate information must be corrected or deleted.** A CRA must remove or correct inaccurate or unverified information from its files, usually within 30 days after you dispute it. However, the CRA is not required to remove accurate data from your file unless it is outdated (as described below) or cannot be verified. If your dispute results in any change to your report, the CRA cannot reinsert into your file a disputed item unless the information source verifies its accuracy and completeness. In addition, the CRA must give you a written notice telling you it has reinserted the item. The notice must include the name, address and phone number of the information source.
- **You can dispute inaccurate items and the source of the information.** If you tell anyone - such as a creditor who reports to the CRA - that you dispute an item, they may not then report the information to a CRA without including a notice of your dispute. In addition, once you've notified the source of the error in writing, it may not continue to report the information if it is, in fact, an error.
- **Outdated information may not be reported.** In most cases, a CRA may not report negative information that is more than seven years old; ten years for bankruptcies.
- **Access to your file is limited.** A CRA may provide information about you only to people with a need recognized by the FCRA - usually to consider an application with a creditor, insurer, employer, landlord, or other business.
- **Your consent is required for reports that are provided to employers, or reports that contain medical information.** A CRA may not give out information about you to your employer, or prospective employer, without your written consent. A CRA may not report medical information about you to creditors, insurers, or employers without your permission.
- **You may choose to exclude your name from CRA lists for the unsolicited credit and insurance offers.** Creditors and insurers may use file information as the basis for sending you unsolicited offers of credit or insurance. Such offers must include a toll-free phone number for you to call if you want your name and address removed from future lists. If you call, you must be kept off the lists for two years. If you request, complete, and return the CRA form provided for this purpose, you must be taken off the lists indefinitely.
- **You may seek damages from violators.** If a CRA, a user or (in some cases) a provider of CRA data, violates the FCRA, you may sue them in state or federal court.

I HAVE RECEIVED AND READ THIS NOTICE.

APPLICANT SIGNATURE:

X _____ / /

FOR QUESTIONS OR CONCERNS PLEASE CONTACT:

Federal Trade Commission

Consumer Response Center - FCRA

Washington, DC 20580 * 202-326-3761

CREDIT REPORT

[Replace this page with a copy of each applicant's credit report,

or _____

check here: _____

**if you have paid \$25.90 via PayPal and we will order a report from:
TenantVerification.com]**