

Date Received \_\_\_\_\_

By \_\_\_\_\_

Unit/Type \_\_\_\_\_

# Application to Lease



**TORINO GROUP**<sup>INC</sup>  
Real Estate Development & Management

**INSTRUCTIONS TO APPLICANT:**

Each intended adult occupant must fill out one Application ENTIRELY and COMPLETELY. Give complete and full names, addresses, (including unit numbers), and telephone numbers. Print or type using blue or black ink only

**Warning:** This application may be refused and/or rejected if it is not signed, complete, or legible; if satisfactory identification is not presented; if any information is false, can not be verified, or does not meet the predetermined rental criteria; if additional information is requested from the Applicant and is refused; or a Co-Applicant is rejected.

Do you own a pet? Yes No Type of Pet? Breed Weight Age

<b>Print Full Name, (Last, First, Middle)</b>	<b>Date of Birth</b>	<b>Social Security Number</b>
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**Residency History**

<b>Current Address, (Number, Street, Unit, City, State, Zip)</b>	<b>From</b>	<b>To</b>	<b>Your Telephone Number</b>
<b>To whom do you make payments? (Name, Address, Phone Number)</b>	<b>Monthly Payment</b>	<b>Listed on lease?</b>	<b>Why Moving?</b>
<b>Previous Address, (Number, Street, Unit, City, State, Zip)</b>	<b>From</b>	<b>To</b>	<b>Why did you move?</b>
<b>To whom did you make payments? (Name, Address, Phone Number)</b>	<b>Monthly Payment</b>	<b>Listed on lease?</b>	
<b>Names of others whom will reside with you, (list ages of minors)</b>			

**Employment History/Income**

<b>Employer</b>	<b>Phone Number</b>	<b>Position</b>	<b>How Long</b>
<b>Business Address</b>	<b>Supervisor</b>	<b>Phone Number/Extension</b>	<b>Monthly Income</b>
<b>Previous Employer</b>	<b>Phone Number</b>	<b>Position</b>	<b>How Long</b>
<b>Business Address</b>	<b>Supervisor</b>	<b>Phone Number/Extension</b>	<b>Monthly Income</b>
<b>Other Monthly Income, (Subject to 3rd party verification if to be considered)</b>	<b>Amount</b>	<b>Source</b>	<b>Other</b>

**Financial/Personal**

<b>Have you ever been evicted?</b>	<b>When/Where?</b>	<b>Why?</b>
<b>Have you ever filed Bankruptcy?</b>	<b>When?</b>	<b>Where?</b>
<b>Have you ever been convicted of a misdemeanor or felony?</b>	<b>When?</b>	<b>Where?</b>
<b>Have you ever had judgments, liens, suits, or repossessions?</b>	<b>When?</b>	<b>Where?</b>
<b>Family member to notify in case of emergency? Relationship?</b>	<b>Address</b>	<b>Phone Number</b>
<b>How many vehicles will you park at the community?</b>	<b>Year/Color</b>	<b>Make/Model</b>
<b>How did you first learn of our community?</b>	<b>Resident Referral</b>	<b>Vehicle Plate and State of Registration</b>

This application is made for the purpose of procuring rental of the here in described premises and for credit clearance. Everything I have stated in this application is true and correct to the best of knowledge. I understand that you will retain this application whether or not it is approved. You are authorized to check my credit, criminal and employment history, and I here by authorize others to answer any inquires you may have. I here by agree to release and hold harmless Monterey Pines, LLC., Torino Group, Inc., its agents, servants and employees from any and all liability, legal proceedings and costs including attorney's fees arising out of either the verification of the information contained on this application form or the release of this information to other parties.

All of the above data and information set forth herein including, but not limited to the statement of my assets, income and financial condition is warranted to be true and accurate and to fully and correctly state my financial condition as of the date of this application. I also covenant and agree to notify you of any changes in the status of any of the aforementioned items during my tenancy.

It is agreed that any deposit held by Torino Group, Inc. to reserve the premises listed herein for applicants occupancy will become non-refundable after three (3) days, except in the event applicant is not approved or possession of said premises cannot be delivered to applicant on the date specified. Any material falsification of information on this applicant will be grounds for denial of the applicant and immediate forfeiture of any deposit tendered to Torino Group, Inc. It is also understood that the fee of \$30.00 is not a deposit and will not be refunded or applied to rent if applicant is approved or declined. This fee is for the cost to process the application for resident's employment verification, rental history, criminal background check and a credit check.

<b>Applicant Signature</b>	<b>Date</b>	<b>Manager Approval/Date</b>	<b>Manager Denial/Date</b>
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# **Monterey Pines Apartment Homes**

## **Rental Criteria**

### **Purpose of this Document**

We offer the following information so that all applicants will have available to them a detailed statement of the rental qualifying policies of Monterey Pines Apartment Homes. Although we have attempted to make this document easy to read and understandable, by its nature as a statement of policy, it includes formal language and legal terms. If you have any questions about our policies or about the information in this document, please contact any member of our management team. Applicant(s) agree that if any information given is found to be false, applicant(s) agree that all holding deposits will be forfeited.

#### **Occupancy Policy:**

1. Occupancy is based on the number of bedrooms in an apartment home.
2. Two Persons are allowed per bedroom plus and additional (1) one person for the entire apartment home.
3. All Adult occupants (over the age 18) will be considered as residents under the Lease Agreement and will be asked to sign the Lease as responsible resident.

#### **General Requirements:**

1. State or federally issued photo identification and social security validation will be required.
2. A complete and accurate rental application is required (incomplete rental applications will be returned to applicant)
3. Inaccurate or falsified information will be grounds for denial.
4. Each person (18) eighteen years of age or older MUST complete the application process and meet the requirements.

#### **Credit Requirements:**

1. Applicant(s) must have a credit report which reflects a positive payment history on at least **66%** of the total account reported.
2. Chapter 7 bankruptcies will be accepted with court issued discharge papers and a list of creditors that were included in the bankruptcy.
3. Chapter 11 & 13 bankruptcies will be accepted with proof that the repayment plan has been satisfied and a list of creditors that were included in the bankruptcy.

#### **Income Requirements:**

1. Gross monthly household income must be (3) **times the state monthly rent.**
2. A current paycheck stub will be required. (Must be within 30 days of date of application)
3. Bank accounts may be used in lieu of employment income if the amount reflects (3) times the stated monthly rent amount multiplied by (6) months. The bank account must be in applicant's name.
4. Self-employed applicants will be required to show proof of income through copies of the previous year's tax returns.
5. If applicant can provide proof of income within \$500.00 of required amount, and/or has no credit rating established, and/or has less than twelve (12) months of rental history, the applicant may obtain a Guarantor to be considered for approval.

#### **Rental History Requirements:**

1. **One year of positive contractual rental history** from a third party reference will be required within two years from the date of application.
2. Rental history reflecting past due balances, evictions, excessive late payments or excessive NSF's will be denied.
3. If applicant has less than twelve (12) months of favorable rental history from a third party a Guarantor will be required.
4. Home ownership will be verified. Mortgage payments must reflect positive payment history.

#### **Criminal History:**

1. Applicants must not have a criminal history, which reflects any prior felony convictions or deferred Adjudication for a felony.

Note: This requirement does not constitute a guarantee or rerepresentation that residents or occupants residing at this apartment community have not been convicted of felony or are not subject to deferred adjudication for a felony.

**Verification Period:**

1. Approved applications remain in good standing for a period of ninety (90) days from approval date. If the lease is not signed and or the applicant fails to occupy an apartment within the viable time period, the application must be resubmitted for verification and approval AND a new application fee must be paid.

X \_\_\_\_\_  
Applicant

X \_\_\_\_\_  
Date

\*If not signed in person this application must be notarized.

\*Updated on January 14, 2007