

# Able Property Management

Application Screening Process Fee - \$40.00

Flat Rate Fee (not per person)

**\*\*\*Exact Cash or Money Order ONLY\*\*\***



## **Bakersfield Office**

2129 17<sup>th</sup> Street Bakersfield, Ca 93301

Office (661) 325-1095 Fax (661) 328-1165

Email: FrontDesk@ablepm.com

Office Hours: Monday - Friday 9:00am to 5:00pm

Saturday 10:00am to 2pm

Closed Sunday

## **Lake Isabella Office**

6435 Lake Isabella Blvd. 93240

P.O. Box 2919 Lake Isabella, CA 93240

Office (760) 379-5479 Fax (760) 379-8685

Email: Isabella@ablepm.com

Office Hours: Monday - Friday 9:00am to 5:00 pm

Saturday 9:00am to 3:00pm

Closed Sunday

All key check-outs, viewings, rental agreements, and move-ins are arranged in our office - NO EXCEPTIONS!!

Transactions should never take place outside of our office.

Do not give cash or other funds to anyone outside of our office claiming to be a representative of Able Property Management

**Unless otherwise stated, all leases are a 6-month minimum.**

## **DOCUMENTS**

- A current government issued PHOTO ID for each applicant over 18 years of age.
- Three (3) of your most recent check stubs.
- Verifiable proof of all other sources of income.

(ex: food stamps, court ordered child support and/or alimony, SSI, AFDC, or other)

## **REQUIREMENTS FOR RENTING AND APPLYING**

**CO-SIGNERS are not accepted**

1. Bakersfield applicant(s) must check out a key to view a vacant property before an application can be submitted. If a property is not yet vacant, you may submit your application without viewing the property. Occupied properties cannot be viewed until after they are vacant.
2. Lake Isabella applicant(s) can view the property by appointment. Call (760) 379-5479 for more details.
3. Applications should be filled out COMPLETELY and NEATLY. Applications are taken on a first-come-first-serve basis. Partial applications will not be accepted.
4. Each person who will reside at the property, 18 years of age or older, must complete and submit an application.
5. MONTHLY INCOME REQUIREMENTS: (can be combined, for multiple applicants)  
For a house or mobile home, the income should be at least three (3) times the rent.  
For an apartment, the income should be at least two (2) times the rent.
6. Must provide verifiable PROOF OF INCOME.
7. Your RENTAL HISTORY will be verified with your current and prior landlords.
8. If pets are allowed, an increased deposit may be charged.
9. UPON APPROVAL, the full deposit is required to hold the property. A full month's rent (30 days) and deposit are required prior move-in and must be paid in the form of a cashier's check or money order. The second (2<sup>nd</sup>) month is prorated.

|                                   |       |  |
|-----------------------------------|-------|--|
| Application for Property Address: | Date: | *****For Office Use Only*****  |
|                                   |       | <input type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> _____ |
|                                   |       | Left Voicemail: _____ Phone Call: _____  |

|                               |             |   |                |  |                                |                 |
|-------------------------------|-------------|---|----------------|--|--------------------------------|-----------------|
| Applicant's FULL NAME:        |             | SSN#  | Date of Birth: |  |                                |                 |
| Email Address:                |             | Do you have a checking account?                                     |                | Do you have any pets?                                    |                                |                 |
|                               |             | <input type="checkbox"/> YES <input type="checkbox"/> NO            |                | <input type="checkbox"/> YES <input type="checkbox"/> NO |                                |                 |
| Mobile Number:                | Home Phone: | How do you plan on paying rent?                                     |                | If YES, how many pets do you have?                       |                                |                 |
|                               |             | <input type="checkbox"/> Check <input type="checkbox"/> Money Order |                |  |                                |                 |
| Vehicle #1                    | Make        | Model   | Color          | License Plate #  | What kind of pets do you have? |                 |
|                               | Vehicle #2  | Make  | Model          | Color  |                                | License Plate # |
| Name Other Proposed Occupants |             | Are they a minor?   | Relationship   | Name Other Proposed Occupants                            |                                |                 |
|                               |             |   |                |  |                                |                 |
| 1)                            |             |   | 4)             |  |                                |                 |
| 2)                            |             |   | 5)             |  |                                |                 |
| 3)                            |             |   | 6)             |  |                                |                 |

**Are you currently being evicted or have you been evicted within the last 7 years?**     YES     NO


| Current Residence  |            | Prior Residence |            | Prior Residence |            |
|--|------------|-----------------|------------|-----------------|------------|
| Address  |            |                 |            |                 |            |
| City, State, Zip   |            |                 |            |                 |            |
| Rent or Own  | How Long?  | Rent or Own     | How Long?  | Rent or Own     | How Long?  |
| Monthly Payment or Rent  | \$         | \$              | \$         | \$              | \$         |
| Dates of Residency   | From    To | From    To      | From    To | From    To      | From    To |
| Landlord or Mortgage Company                                     | Name:      | Name:           | Name:      | Name:           | Name:      |
| Family? <input type="checkbox"/> YES <input type="checkbox"/> NO | Phone:     | Phone:          | Phone:     | Phone:          | Phone:     |
| Reason for Leaving   |            |                 |            |                 |            |

| Current                      |            | Prior      |            | Prior (optional) |            |
|------------------------------|------------|------------|------------|------------------|------------|
| Employer                     |            |            |            |                  |            |
| Address                      |            |            |            |                  |            |
| Phone                        |            |            |            |                  |            |
| Name of Immediate Supervisor |            |            |            |                  |            |
| Position/Job Title           |            |            |            |                  |            |
| Dates of Employment          | From    To | From    To | From    To | From    To       | From    To |
| Monthly Gross Pay            |            |            |            |                  |            |

| In case of an emergency, notify: | Contact Info | Address | Relationship to Applicant |
|----------------------------------|--------------|---------|---------------------------|
| Emergency Contact #1             | Name:        |         |                           |
|                                  | Phone:       |         |                           |
| Emergency Contact #2             | Name:        |         |                           |
|                                  | Phone:       |         |                           |

**\*\*\*Able Property Management complies with all state and federal laws\*\*\***

Applicant has read and understands the requirements for renting. The applicant represents that all of the above statements are true and correct. The applicant authorizes Able Property Management the right to verify any and all of the above items including, but not limited to, the obtaining of a credit report and agrees to furnish additional information on request. The applicant understands that the application may be forfeited if any information stated above is found to be untrue.

|   |  |  |  |
|---|--|--|--|
|  <p><b>EQUAL HOUSING OPPORTUNITY</b></p> | <b>Applicant has paid a non-refundable screening fee, applied as follows:</b>      | <b>\$4.25 to \$15.00....for credit reports by CBCinnovias</b><br><b>\$10.00 to \$35.75....for processing</b> |  |
|   | <b>The applicant understands the foregoing and acknowledges receipt of a copy.</b> | Property address applied for:  | <b>\$40</b> Fee<br>(flat rate, not per person) |
| Applicant's Signature: (required)   | Date:  | Landlord / Agent Signature:  | Date:  |
|   |  |  | <b>CaIBRE Lic #00982861</b>                    |