



CALIFORNIA ASSOCIATION OF REALTORS

APPLICATION TO RENT/SCREENING FEE

(C.A.R. Form LRA, Revised 11/12)

FOR USE WITH LEGACY MANAGEMENT SERVICES

APPLICATION TO RENT

THIS SECTION TO BE COMPLETED BY APPLICANT. A SEPARATE APPLICATION TO RENT IS REQUIRED FOR EACH OCCUPANT 18 YEARS OF AGE OR OVER, OR AN EMANCIPATED MINOR.

1. Applicant is completing Application as a (check one) [] tenant, [] tenant with co-tenant(s) or [] guarantor/co-signor. Total number of applicants _____

2. PREMISES INFORMATION Application to rent property at _____ ("Premises") Rent: \$ _____ per _____ Proposed move-in date _____

3. PERSONAL INFORMATION A. FULL NAME OF APPLICANT _____ B. Date of Birth _____ (For purpose of obtaining credit reports. Age discrimination is prohibited by law.) C. Social security No. _____ Driver's license No. _____ State _____ Expires _____ D. Phone number: Home _____ Work _____ Other _____ E. Email _____ F. Name(s) of all other proposed occupant(s) and relationship to applicant _____ G. Pet(s) or service animals (number and type) _____ H. Auto: Make _____ Model _____ Year _____ License No. _____ State _____ Color _____ Other vehicle(s): _____ I. In case of emergency, person to notify _____ Relationship _____ Address _____ Phone _____ J. Does applicant or any proposed occupant plan to use liquid-filled furniture? [] No [] Yes Type _____ K. Has applicant been a party to an unlawful detainer action or filed bankruptcy within the last seven years? [] No [] Yes if yes, explain _____ L. Has applicant or any proposed occupant ever been convicted of or pleaded no contest to a felony? [] No [] Yes if yes, explain _____ M. Has applicant or any proposed occupant ever been asked to move out of a residence? [] No [] Yes if yes, explain _____

4. RESIDENCE HISTORY Current address _____ Previous address _____ City/State/Zip _____ City/State/Zip _____ From _____ to _____ From _____ to _____ Name of Landlord/Manager _____ Name of Landlord/Manager _____ Landlord/Manager's phone _____ Landlord/Manager's phone _____ Do you own this property? [] No [] Yes Did you own this property? [] No [] Yes Reason for leaving current address _____ Reason for leaving this address _____

5. EMPLOYMENT AND INCOME HISTORY Current employer _____ Previous employer _____ Current employer address _____ Prev. employer address _____ From _____ To _____ From _____ To _____ Supervisor _____ Supervisor _____ Supervisor phone _____ Supervisor phone _____ Employment gross income \$ _____ per _____ Employment gross income \$ _____ per _____ Other income info _____ Other income info _____

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Applicant's initials (_____) (_____) Reviewed by _____ Date _____



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Property Address: _____ Date: _____

6. CREDIT INFORMATION

Name of creditor	Account number	Monthly payment	Balance due

Name of bank/branch	Account number	Type of account	Account balance

7. PERSONAL REFERENCES

Name _____ Address _____
 Phone _____ Length of acquaintance _____ Occupation _____
 Name _____ Address _____
 Phone _____ Length of acquaintance _____ Occupation _____

8. NEAREST RELATIVE(S)

Name _____ Address _____
 Phone _____ Relationship _____
 Name _____ Address _____
 Phone _____ Relationship _____

Applicant understands and agrees that: (i) this is an application to rent only and does not guarantee that applicant will be offered the Premises; (ii) Landlord or Manager or Agent may accept more than one application for the Premises and, using their sole discretion, will select the best qualified applicant, and (iii) Applicant will provide a copy of applicant's driver's license upon request.

Applicant represents the above information to be true and complete, and hereby authorizes Landlord or Manager or Agent to: (i) verify the information provided; and (ii) obtain credit report on applicant.

If application is not fully completed, or received without the screening fee: (i) the application will not be processed, and (ii) the application and any screening fee will be returned.

Applicant _____ Date _____ Time _____

Return your completed application and any applicable fee not already paid to: _____
 Address _____ City _____ State _____ Zip _____

II. SCREENING FEE

THIS SECTION TO BE COMPLETED BY LANDLORD, MANAGER OR AGENT.

Applicant has paid a nonrefundable screening fee of \$ _____, applied as follows: (The screening fee may not exceed \$30.00, adjusted annually from 1-1-98 commensurate with the increase in the Consumer Price Index. A CPI inflation calculator is available on the Bureau of Labor Statistics website, www.bls.gov. The California Department of Consumer Affairs calculates the applicable screening fee amount to be \$42.06 as of 2009.)

\$ _____ for credit reports prepared by _____;
 \$ _____ for _____ (other out-of-pocket expenses); and
 \$ _____ for processing.

The undersigned has read the foregoing and acknowledges receipt of a copy.

Applicant Signature _____ Date _____


The undersigned has received the screening fee indicated above.

Landlord or Manager or Agent Signature _____ DRE Lic. # _____ Date _____

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Reviewed by _____ Date _____



Frequently Asked Questions:

Application fee?

\$30 per applicant (in cash or money order ONLY) must accompany each application. If application is not processed fee will be refunded.

What is the procedure for applying to lease a Legacy Management Services property?

Call the management office to schedule an appointment for viewing the interior of the home. If you like the property turn in an application.

How long does it take to process an application?

It takes approximately 2 to 3 business days to process an application. Make sure the contact information you provide is accurate.

On what basis will my application be screened?

From your credit report , rental history, gross income and the size of your household.

How do you verify my income if I am self-employed?

Self-employed persons need to submit their last 2 years tax returns.

Can I put a hold on a property if I am approved and made a security deposit?

Yes, your application would be approved for a property subject to a definite date for starting rental payments. This does not exceed one week. If the property is presently occupied, the agreement will begin upon current residents departure.

How long is the term of the lease?

Legacy Management Services leases are for 1 year. At the end of the initial lease term, the lease may be extended.

After I rent the property, how do I address maintenance issues?

Notify the property management office of the problem and the property management will arrange for a repairman.

If it is easier for me, can I make repairs I think are needed and deduct from the rent?

NO. The rental agreement does not permit the tenant to fix or alter the property in any manner without consent of the management.

May I change the paint, carpets or drapes?

NO. The property is leased in its present condition. If the property does not suit you, do not make an application.

Will the property be clean and ready for occupancy?

All properties are professionally cleaned prior to any new occupant taking possession.

Are Pets Allowed?

No pets: dogs, cats, birds, reptiles, rodents, fish or exotic animals are permitted on most of our properties unless approved by the owner in writing.

FOR ADDITIONAL QUESTIONS, PLEASE FEEL FREE TO CONTACT:

Dr. C. Prashar or Julia Cerna