

Applicant Screening Policy

The following items are required before your application can be processed:

- Completed application (with individual email address for each applicant)
(PRINT CLEARLY AND NEATLY. ILLEGIBLE APPLICATIONS WILL NOT BE PROCESSED)
- Photocopy of a valid drivers license or state-issued photo ID
- Photocopy of a valid social security card or proof of legal right to reside in the country
- Proof of income (photocopy of last paystub with year-to-date pay or 2 most recent bank statements showing deposits)
- Photo(s) of any pet(s)

(Management and rental owner reserve the right to request additional documentation)

Minimum requirements to be considered for a rental:

- Income must be documentable by paystubs or bank statements.
- Verification of employment will be conducted via fax, phone, and/or letter
- Monthly gross income must reasonably support the amount of the rent to avoid a financial hardship
- Any applicant whose combined household income is less than two times the lease rate will be denied residency
- Any applicant evicted from a prior home or residence within the last 10 years will be denied residency.
- Any applicant convicted of the manufacture or distribution of a controlled substance will be denied residency.
- Any applicant convicted of a felony will be denied residency.
- Dream Big Property Management strictly abides by housing laws, and any applicant whose household make-up exceeds safety standards will be denied residency.
- **There is a non-refundable fee per adult applying for tenancy, paid directly online to the credit agency.** This fee is due when you complete your online credit and background check. *Each applicant must have an individual email address.*
- All move-in costs are due upon approval. Certified funds required – money order or cashier’s check only. (NO CASH)

Dream Big Property Management
Phone: (951) 778-9700; Fax: (951) 444-7850
Email: Application@DreamBigPM.com
19322 Jesse Ln, Riverside, CA 92508

**** Each property has individual minimum requirements for credit, income, parking spaces, and pets. These standards are set by the property owner and vary from property to property. Please inquire if you have questions on any rules and regulations before submitting your application.**

Renter’s Authorization to Release Information

To Whom It May Concern:

I have submitted a rental application to Dream Big Property Management. As part of the application process, Dream Big Property Management may verify information obtained in my rental application and in other documents required in connection with the application, either before the property has been leased or as part of its quality-control program.

I authorize you to provide to Dream Big Property Management any and all information and documentation that they request. Such information includes, but is not limited to, employment history and income verification, bank, money market, and similar account balance, credit history, and copies of income tax returns.

Dream Big Property Management may address this authorization to any party named in the rental application. A copy of this authorization may be accepted as an original. Your prompt reply to Access Asset Management is appreciated.

Applicant’s Name (Please print): _____

Applicant’s Signature

Date

Social Security Number

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Application to Rent

SEPARATE APPLICATIONS REQUIRED FOR EACH OCCUPANT 18 OR OLDER.

HOW DID YOU FIND OUT ABOUT THIS RESIDENCE?

Sign Newspaper/Magazine Online Ad Social Media Friend Other _____

Your Email: _____
(Required for Credit Check Processing – This application CANNOT be completed without your email address.)

APPLICANT is applying as a (check one): Tenant Tenant w/co-tenants Guarantor/Co-signor

PROPERTY ADDRESS: _____ Proposed move-in date: _____

Personal Information

APPLICANT'S FULL NAME: _____

Date of Birth: _____ *(To obtain credit reports. Age discrimination is prohibited by law.)*

Social Security No.: _____ Drivers Lic. No.: _____ State: _____ Expires: _____

Cell Phone: _____ Work Phone: _____ Home Phone: _____

Other proposed occupants, including children (SEPARATE APPLICATIONS for all adults):

Name: _____ Age: _____

Name: _____ Age: _____

Name: _____ Age: _____

Name: _____ Age: _____

Residence History

CURRENT ADDRESS: _____ City: _____ State: _____ ZIP: _____

Length of Residence: Years: _____ Months: _____ Landlord Name: _____ Landlord Phone: _____

Do you own this property? NO YES Reason for Leaving: _____

PREVIOUS ADDRESS: _____ City: _____ State: _____ ZIP: _____

From: _____ To: _____ Landlord Name: _____ Landlord Phone: _____

Did you own this property? NO YES Reason for Leaving: _____

Employment & Income History

CURRENT EMPLOYER: _____ Occupation: _____ How Long?: Yrs: _____ Mos: _____

Employer Address: _____ City: _____ State: _____ ZIP: _____

Gross Income: \$ _____ /Month Supervisor Name: _____ Supervisor Phone: _____

Other Income: \$ _____ /Month Source: _____

PREVIOUS EMPLOYER: _____ Occupation: _____ How Long?: Yrs: _____ Mos: _____

Employer Address: _____ City: _____ State: _____ ZIP: _____

Gross Income: \$ _____ /Month Supervisor Name: _____ Supervisor Phone: _____

Reason for Leaving: _____

Credit Information

Name of Creditor	Monthly Payment	Balance Due

Name of Bank/Branch	Account Type	Account Balance

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Personal References (NOT Family)

Name: _____ Address: _____
 Phone: _____ Length of Acquaintance: _____ Occupation: _____

Name: _____ Address: _____
 Phone: _____ Length of Acquaintance: _____ Occupation: _____

Nearest Relatives (NOT living with you)

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

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

Emergency Contact

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

Preapproval Checklist

Please answer the following questions (Explain YES answers below)	Y	N
Are there any outstanding judgments against you or any debts in active collection?	<input type="checkbox"/>	<input type="checkbox"/>
Have you been party to an unlawful detainer action/eviction or been asked to move out of a residence?	<input type="checkbox"/>	<input type="checkbox"/>
Have you ever failed to pay timely rent?	<input type="checkbox"/>	<input type="checkbox"/>
Have you filed bankruptcy within the past 7 years?	<input type="checkbox"/>	<input type="checkbox"/>
Have you ever been convicted of or pleaded no contest to a felony?	<input type="checkbox"/>	<input type="checkbox"/>
Have you ever been convicted of or pleaded no contest to a misdemeanor?	<input type="checkbox"/>	<input type="checkbox"/>
Are you currently a party in a lawsuit?	<input type="checkbox"/>	<input type="checkbox"/>
Have you been obligated on any loan that resulted in foreclosure, deed-in-lieu, repossession, or judgment?	<input type="checkbox"/>	<input type="checkbox"/>
Are you currently delinquent or in default on any state or federal debt such as student loans, child support, or taxes?	<input type="checkbox"/>	<input type="checkbox"/>
Are you obligated to pay alimony, child support, or separate maintenance?	<input type="checkbox"/>	<input type="checkbox"/>
Do you or any proposed occupant plan to use any liquid-filled furniture or objects?	<input type="checkbox"/>	<input type="checkbox"/>
Do you have any pets? Type/Breed? _____ <i>(Please contact office to submit photos)</i>	<input type="checkbox"/>	<input type="checkbox"/>
Are you capable and prepared to pay the full amount of the deposit and first month's rent?	<input type="checkbox"/>	<input type="checkbox"/>
Do You Own: Vacuum Cleaner <input type="checkbox"/> Y <input type="checkbox"/> N Musical Instrument <input type="checkbox"/> Y <input type="checkbox"/> N Are You A Smoker? <input type="checkbox"/> Y <input type="checkbox"/> N		

AUTO: Make: _____ Model: _____ Year: _____ Color: _____ Lic. Plate: _____ State: _____
 Other vehicles? _____

Explanation

Please use this section to explain any credit issues or any other issues (attach separate sheet if necessary)

The undersigned understands that this is only an application to rent and does not offer a guarantee that the applicant will be approved to rent the above-mentioned premises. Dream Big Property Management may receive multiple applications for the same property and, using their sole discretion, will select the best-qualified applicant. The undersigned warrants the above information as true and correct to the best of their knowledge; and authorizes Dream Big Property Management to verify the information provided and obtain credit report and criminal and background check on applicant.

 Applicant's Signature Date