

Valley Management Group

Office: (408) 286-4200 | Email: vmg@usa.net | Fax: (408) 286-4242

It is the Applicants' responsibility to review and follow all instructions prior to applying. Incomplete applications will not be accepted, and it is your responsibility to complete and submit all required documents and application fees. Once you complete your application, you will need to call the office to pay for your application fee over the phone, or come in person.

All persons 18 and older must fill out an application and be screened for credit and background acceptance.

You will be required to pay a processing fee of:

\$30.00, for each application.

We accept cash, check, cards, money orders, and cashier's checks.

If you are selected as the new tenant:

First month's RENT & DEPOSIT must be paid with a CASHIER'S CHECK or MONEY ORDER.

All fees are payable to:

"Valley Management Group."

There are no exceptions!

Thank you for your understanding.

Our office address is:
1625 The Alameda Suite 707, San Jose, CA 95126

Applicant Initials: _____

OFFICE USE ONLY

Status: () A () D () C

Date _____ Time _____

Pd. _____ App. # _____

Job Verified _____

Valley Management Group

Rental Application

Revised 10/31/22

Property address you're applying for: _____ Desired Move In Date: _____
Last Name _____ First Name _____ Middle Initial _____
Social Security _____ Date of Birth _____ Driver's License Number _____
Cell # _____ Home # _____ Email Address _____

Present Address _____ City _____ State _____ Zip Code _____
Date In _____ Date Out _____ Reason for moving _____
Owner/Manager _____ Owner/Manager Phone Number _____

Previous Address _____ City _____ State _____ Zip Code _____
Date In _____ Date Out _____ Reason for moving _____
Owner/Manager _____ Owner/Manager Phone Number _____

Current Total Gross Income \$ _____ per (*Week, Month or Year – circle one*) for ALL applicants.

Present occupation _____ Employer name _____
How long _____ Phone number _____ Employer address _____
Name of supervisor _____ City, State _____
Previous occupation _____ Employer name _____
How long _____ Phone number _____ Employer Address _____
Name of supervisor _____ City, State _____

List All Occupants, Including Yourself:

Name: _____	Age _____	Name: _____	Age _____
Name: _____	Age _____	Name: _____	Age _____
Name: _____	Age _____	Name: _____	Age _____

Have you ever been convicted for selling, possessing, distributing or manufacturing illegal drugs or convicted of any other crime? Yes or No

Will you have pets? _____ If yes, what kind? _____ Will you have liquid filled furniture? _____

Ever been evicted or asked to move? _____ Have you ever filed for bankruptcy? _____

In case of emergency, notify: _____ Phone # _____

Personal References: _____

Address _____ Phone number _____

Automobile: Make _____ Model _____ Year _____ License # _____

Automobile: Make _____ Model _____ Year _____ License # _____

Applicant represents that all of the above statements are true and correct and hereby authorizes verification of the above items including, but not limited to, the obtaining of a credit report and agrees to furnish additional credit references upon request.

Date: _____ Applicant Signature _____



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RENTAL QUALIFICATIONS

Welcome to Valley Management Group! The following are company requirements for applicant acceptance. We are happy to have you tour all units available to show. Valley Management Group properties are considered **"RESTRICTED SMOKING"**. If applying for a multiple unit property you are not allowed to smoke within 30 feet of the building. Rent prices, deposits, and length of lease terms quoted or listed on applications are subject to change.

Applications are accepted on a **"FIRST COME, FIRST QUALIFY, FIRST SERVE"** basis. **Applications will not be considered complete unless ALL documents are turned in for ALL applicants.**

All persons 18 years of age and older, must submit a Valley Management Group application and will be subject to credit and reference screening. **The \$30 screening fee per application is non-refundable processed.**

When 2 or more applicants apply to live in the same unit, ALL applicants 18 and over must meet qualifications to be accepted. When one or more applicants are denied, all are denied.

Established occupancy limits cannot be waived. Occupancy limits are; 2 persons per bedroom, plus one additional person. All persons, regardless of age, are counted when determining occupancy.

Applicants must be at their current place of employment for at least 6 months, **three of your most recent paycheck stubs must be submitted with your application.** If you do not have three of your most recent paycheck stubs, submit what you do have plus banks statements for the last three months to prove sufficient funds. **Applicants who are self-employed or unemployed must provide banks statements for the last three months to prove sufficient funds. The bank account must be in the applicant's name. Self-employed applicants must also provide previous year's income tax return.**

New hires must provide an offer letter from their employer on **company letterhead verifying income and employment plus banks statements for the last three months to prove sufficient funds.**

If you are denied because of income/financial considerations, you may use a qualified co-signer (the co-signer must pass credit check and have verifiable income).

Government issued identification must be presented at time application is submitted. A copy of the identification will be taken during the lease signing.

INCOME, RENTAL HISTORY AND CREDIT QUALIFICATIONS

INCOME:

1. Monthly household income must be legal, verifiable and be paid directly to applicant(s). Income must equal at least two (2) times the monthly rent.
2. Please note, some home owners may require additional income verification, such as bank statements, and/or higher income.

SECURITY DEPOSIT REQUIREMENT:

1. Security deposit on the unit must be paid in its entirety within 24 hours after acceptance. In addition, a pro-rated 1st months' rent will be due on the day of move in.

RENTAL HISTORY:

1. Each applicant must have positive rental references from prior landlords, (references from family members or friends will not be considered). Negative rental history will result in denial.
2. Applicant must have no prior eviction record, or request from prior landlord to vacate premises for breach of contract.

CREDIT REQUIREMENTS: All persons 18 and older must fill out an application and be screened for credit acceptance. Acceptance is with the following guidelines.

1. No more than (2) 30 day or (1) 60 day late payment within the last 24 months. All accounts must show positive, current and paid as agreed.
2. No collection accounts, bankruptcies or charge-offs within the last 24 months.
3. At least two (2) open trade accounts in good standing, and paid as agreed, for three (3) months running within the last year.



**EQUAL HOUSING
OPPORTUNITY**

**We Do Business in Accordance With the Federal Fair
Housing Law**

(The Fair Housing Amendments Act of 1988)

**It is Illegal to Discriminate Against Any Person
Because of Race, Color, Religion, Sex,
Handicap, Familial Status, or National Origin**

In the sale or rental of housing or
residential lots

In the provision of real estate
brokerage services

In advertising the sale or rental
of housing

In the appraisal of housing

In the financing of housing

Blockbusting is also illegal

Anyone who feels he or she has been
discriminated against may file a complaint of
housing discrimination:

1-800-669-9777 (Toll Free)

1-800-927-9275 (TTY)

www.hud.gov/fairhousing

**U.S. Department of Housing and
Urban Development
Assistant Secretary for Fair Housing and
Equal Opportunity
Washington, D.C. 20410**
