



Diamond Property Management  
29800 Bradley Rd., Ste. 121, Menifee, CA 92584

## RENTAL DOCUMENTS NEEDED

Everyone over 18 years old, who will be living in the home, will need to submit a Rental Application and provide the following documents:

- 1. Rental Application**
- 2. Copy of Driver's License or State I.D.**
- 3. Copy of last Two Paycheck Stubs**
- 4. Copies of last Two Bank Statements**
- 5. Copy of recent Credit Reports**

(Note: You can obtain a copy of your credit report at [www.AnnualCreditReport.com](http://www.AnnualCreditReport.com). We can use these credit reports to submit with your offers to rent a particular property, and attempt to get pre-approval based on these reports. Many times, however, a 3rd party Tri-Merge Report and/or an eviction and criminal background check may be required by the Property Management Company of the house you want to rent. The cost for these reports vary from \$25-\$45 per person.) If you cannot provide us with a recent copy of your credit report, submit a \$30 per person fee, in the form of a money order, made payable to: Diamond Property Management

Deliver completed applications and documents to:

Diamond Property Management  
29800 Bradley Rd., Suite 121  
Menifee, CA 92586  
(951) 263-6021 office  
(951) 742-4697 fax

Please call us anytime if you have questions.

Larry Nemelka           (714) 585-0474 Cell  
Cynthia Aina           (951) 259-9019 Cell

## LETTER OF AUTHORIZATION

To Whom it May Concern:

In compliance with the Fair Credit Reporting Act, State and Federal laws, this is to inform you and your household members that an investigation involving the statements made on this application for tenancy are being initiated by DIAMOND PROPERTY MANAGEMENT. I/We certify that to the best of my/our knowledge all statements are "true and complete". I/We further authorize DIAMOND PROPERTY MANAGEMENT to obtain CREDIT REPORTS, EMPLOYMENT REFERENCES, COURT, CRIMINAL & JUVENILE RECORDS, ARREST DETENTION INFORMATION and CHARACTER REFERENCES, GENERAL REPUTATION, MODE OF LIVING, and RENTAL REFERENCES as needed to verify all information put forth on this application, and otherwise available, regarding all applicants identified on this application (for minor children, the undersigned parent/guardian authorizes the above-information to be obtained on their behalf.)

Further I/We warrant the accuracy of all information contained on this rental application, including that relating to the other intended occupants of the subject property. I/We understand and agree that if subsequently a determination is made that I/We provided false or inaccurate information on the rental application it is a breach of any terms of any rental agreement signed based on that information and Owner and/or his/her agent may take legal action to terminate said Agreement.

SCREENING FEE IS NON-REFUNDABLE

_____ Applicant #1 (print name)	_____ Applicant #1 Signature	_____ Date
_____ Applicant #2 (print name)	_____ Applicant #2 Signature	_____ Date
_____ Applicant #3 (print name)	_____ Applicant #3 Signature	_____ Date
_____ Applicant #4 (print name)	_____ Applicant #4 Signature	_____ Date

# APPLICATION TO RENT/SCREENING FEE

**Each person over 18 years of age is required to fill out a separate application.** There is a non-refundable fee of \$30 per applicant, to be paid by money order or cashier's check only. Please make checks payable to Diamond Property Management. (NOTE: IF YOU PROVIDE US A COPY OF YOUR CURRENT CREDIT REPORTS, YOU DO NOT HAVE TO PAY ANY FEES AT THIS TIME.) **Application must be filled out completely. Include copies of driver's license, two recent check stubs from employer, and two months of recent bank statements.**

# of Applicants: \_\_\_\_\_

Applicant is completing Application as (check one) : \_\_\_\_\_tenant \_\_\_\_\_tenant with co-tenant(s) \_\_\_\_\_guarantor/co-signor

## PROPERTY INFORMATION

Address of property to be rented: \_\_\_\_\_

Monthly rent amount \$ \_\_\_\_\_ Proposed move-in date: \_\_\_\_\_

## PERSONAL INFORMATION

Full name applicant \_\_\_\_\_ Age \_\_\_\_\_

Date of Birth \_\_\_\_\_ Social Security # \_\_\_\_\_ Do you smoke? \_\_\_\_\_

Driver's license number \_\_\_\_\_ State \_\_\_\_\_ Expires: \_\_\_\_\_

Home phone \_\_\_\_\_ Work phone \_\_\_\_\_ Cell \_\_\_\_\_

Email address \_\_\_\_\_

Individuals who will be living in the home:

Name	Age	Relationship
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Pets (number and type) \_\_\_\_\_

Auto make \_\_\_\_\_ Model \_\_\_\_\_ Year \_\_\_\_\_ License plate \_\_\_\_\_

State \_\_\_\_\_ Color \_\_\_\_\_ other Vehicles \_\_\_\_\_

In case of emergency, please notify \_\_\_\_\_ Relationship \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

Have you ever been a party to an unlawful detainer action? No \_\_\_\_\_ Yes \_\_\_\_\_ (if yes, explain on pg 3)

Have you ever been evicted? No \_\_\_\_\_ Yes \_\_\_\_\_ (if yes, explain on pg 3)

Have you filed for bankruptcy in the past 7 years? No \_\_\_\_\_ Yes \_\_\_\_\_ (if yes, explain on pg 3)

Have you or any proposed occupant ever been convicted or plead "no contest" to a felony?

No \_\_\_\_\_ Yes \_\_\_\_\_ (if yes, explain on pg 3)

Have you or any proposed occupant ever been asked to move out of a residence? No \_\_\_\_\_ Yes \_\_\_\_\_

(if yes, explain on pg 3)

Do you have any current judgments or accounts in collection? No \_\_\_\_\_ Yes \_\_\_\_\_ (if yes, explain on pg 3)

Have you had any judgments against you or had any accounts go to collection within the past 3 years?

No \_\_\_\_\_ Yes \_\_\_\_\_ (if yes, explain on pg 3)

**RESIDENCE HISTORY**

Current Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_ Zip \_\_\_\_\_  
Dates of occupancy: From \_\_\_\_\_ To \_\_\_\_\_  
Name of Landlord \_\_\_\_\_ Phone \_\_\_\_\_  
Reason for Leaving \_\_\_\_\_ Rent Amt \_\_\_\_\_

Previous Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_ Zip \_\_\_\_\_  
Dates of occupancy: From \_\_\_\_\_ To \_\_\_\_\_  
Name of Landlord \_\_\_\_\_ Phone \_\_\_\_\_  
Reason for Leaving \_\_\_\_\_ Rent Amt \_\_\_\_\_

**EMPLOYMENT HISTORY**

Current employer \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_  
Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_ Zip \_\_\_\_\_  
Position \_\_\_\_\_ Gross Income per month \_\_\_\_\_  
Supervisor \_\_\_\_\_ Supervisor's phone \_\_\_\_\_  
Employer FAX: \_\_\_\_\_ Other Sources of Income \_\_\_\_\_

Previous employer \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_  
Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_ Zip \_\_\_\_\_  
Position \_\_\_\_\_ Gross Income per month \_\_\_\_\_  
Supervisor \_\_\_\_\_ Supervisor's phone \_\_\_\_\_  
Employer FAX: \_\_\_\_\_

**MONTHLY DEBT (MUST BE FILLED OUT COMPLETELY)**

Creditor \_\_\_\_\_ Amount owed \_\_\_\_\_ Monthly payment \_\_\_\_\_  
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Total Debt \_\_\_\_\_ Total monthly payments toward debt \_\_\_\_\_

**ASSETS**

Bank \_\_\_\_\_ Account # \_\_\_\_\_ Account balance \$ \_\_\_\_\_  
Bank \_\_\_\_\_ Account # \_\_\_\_\_ Account balance \$ \_\_\_\_\_

**PERSONAL REFERENCES**

Name \_\_\_\_\_ Address \_\_\_\_\_  
Phone \_\_\_\_\_ Years Known \_\_\_\_\_ Occupation \_\_\_\_\_

Name \_\_\_\_\_ Address \_\_\_\_\_  
Phone \_\_\_\_\_ Years Known \_\_\_\_\_ Occupation \_\_\_\_\_

**NEAREST RELATIVES**

Name \_\_\_\_\_ Phone \_\_\_\_\_  
Address \_\_\_\_\_ Relationship \_\_\_\_\_  
Name \_\_\_\_\_ Phone \_\_\_\_\_  
Address \_\_\_\_\_ Relationship \_\_\_\_\_

**EXPLANATION OF ISSUES AND/OR CREDIT PROBLEMS:**

Applicant understands and agrees that this is an application to rent ONLY and does not guarantee that applicant will be offered the Premises. 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.

Applicant represents the above information to be true and complete, and hereby authorizes Landlord or Manager or Agent the right to verify the information provided and to obtain credit reports on applicant.

If application is not fully completed, or received without the credit report or screening fee of \$30.00 per person, the application will not be processed, and the application, and any screening fee received, will be returned.

Applicant's signature \_\_\_\_\_ Date \_\_\_\_\_

Please deliver all application(s), screening fee(s) and supporting documents to:

Diamond Property Management  
29800 Bradley Rd., Suite 121, Menifee, CA 92586  
(951) 263-6021 office (951) 742-4697 fax (951) 259-9019 cell

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