



17272 Newhope St. Suite A  
Fountain Valley, CA 92708  
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[www.LCREFS.com](http://www.LCREFS.com)

## REQUIREMENTS FOR RENTAL APPLICATION CONSIDERATION

The following requirements must be met before a holding deposit can be accepted or your application to rent at a property can be considered:

1. \$30 Application Fee in certified funds for each single adult 18 years old or older. Application fee is \$35 if paid online.
2. Valid form of identification for each adult 18 years old or older must be produced. Acceptable IDs include driver's license, state identification card, military ID, passport or passport card and resident alien card.
3. Written Income Verification. Each applicant must provide a minimum of three (3) most recent paystubs or formal written verification from the employing company. Each applicant must also provide their three (3) most recent months bank statements or formal written verification from their financial institution. Self-employed applicants should provide a Schedule C or 1099 to show gross income for most recent year.
4. References. Current and/or previous landlords will be contacted. A positive reference is required.
5. Co-Signers. We only accept co-signers for full time students without derogatory credit. Both the applicant and the co-signor **must** have positive credit histories **and meet all other application requirements**. For students, proof of enrollment is required.

## RENTAL APPLICATION CHECKLIST

Please compile all these items for submission at the same time.

- \$30 application fee for each adult 18 years old or older.
- Fully** completed and **signed** Application to Rent for each adult 18 years old or older.
- Valid photo ID for each adult 18 years old or older.
- Three (3) paycheck stubs or written verification of income as noted above for each adult applying.
- Three (3) months most recent bank statements or written verification of financial standing for each adult applying.

## RENTAL APPLICATION PROCESSING FURTHER INFORMATION

- Los Caballeros Real Estate & Financial Services will not rent any property "sight unseen."
- An application will not be considered for approval if it does not include all of the required documentation.
- Please deliver all application checklist items via email, online website or to the Los Caballeros Real Estate & Financial Services office during business hours. You may also use the after hours drop box located at 17272 Newhope St. #A, Fountain Valley, CA 92708.
- A \$250.00 holding deposit will be accepted upon delivery of complete application. If approved, the remaining security deposit will be required within 7 days of approval.
- Deposit and first month's rent is required to be paid in certified funds; cashier's check or money order payable to LCRE&FS.
- Application will be processed in the order received, first application with all requirements received gets first consideration in approval process.
- Please be advised that the date the property becomes available is subject to change due to the existing tenant(s) move out schedule and the necessary repairs needed.
- We acknowledge and abide by all Fair Housing laws and regulations.

THANK YOU FOR YOUR APPLICATION!