



Lawrie & Lawrie Properties

506 Capitola Ave. Suite A, Capitola, CA 95010

Phone: 831.462.4002

www.DreamHomeSantaCruz.com

Info@LawrieProperties.com

CA DRE# 00801847

Criteria for Tenancy

We welcome all applicants and support the precepts of equal access and "Fair Housing." We will not refuse access to any housing, accommodation, or other interest in property or otherwise discriminate against an applicant based on age, sex, race, religion, marital/familial status, physical or mental handicap, color, creed, ethnicity, national origin or sexual orientation.

General Requirements & Information

Positive picture ID will be required at the time you submit your application for process. Each person over the age of 18 years who intends to reside in the subject Dwelling Unit must submit a separate Rental Application.

Application must be filled out completely and needs to be dated and signed.

Application fees must be paid prior to processing the rental application. Checks are to be made payable to: Lawrie & Lawrie Properties in the amount of \$40.00 per applicant. This covers the cost of processing your application and obtaining your credit report. If you have a credit report from another property management company and it is less than 30 days old, we may be able to use the report but the \$40.00 fee per applicant cannot be waived since it covers costs associated with processing the application.

We make every effort to process applications within 24-48 hours of submission; however, processing can take several days due to inability to contact previous/present landlords, employers and other references.

We will make a reasonable attempt to contact previous and present landlord(s) submitted by Applicant; however, the ultimate responsibility for supplying this information to us lies with the Applicant. We reserve the right to decline tenancy based on our inability to contact the references provided.

Feel free to check on the status of your application if you have not received a response. The security deposit and first month's rent must be paid by cashier's check or money order. We cannot guarantee any unit you have seen to be available to you by the time your application is processed. Dwelling units are rented to the first approved applicant with a holding deposit paid. A holding deposit will not be accepted until the rental application is approved.

Rental Requirements

1. Three (3) or more verifiable residence history from a third-party landlord required.
2. Three (3) or more 3-Day Notices within a 12-month period will result in denial.
3. Two (2) or more NSF checks within a 12-month period will result in denial.
4. Rental history reflecting any unpaid past due rent will result in denial.
5. Rental history reflecting any property damage or disturbance will result in denial.



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Automatic Denials

1. Any felony, offenses, which has taken place within last ten (10) years, will result in denial.
2. Any collection filed by a property management company or landlord will result in denial.
3. Any applicant with unlawful detainer action or eviction within the past three (3) years will be denied.

Income Requirements

1. Monthly income must equal two and a half (2.5) times stated monthly rent or if a co-signer is required and or accepted, their monthly rent should equal four (4) times the stated monthly rent. The co-signer must reside in California.
2. If self-employed, you are required to provide proof of income from bank statements and tax returns.
3. If employed, please supply a copy of your last 3 paycheck stubs or a copy of your tax return.
4. If newly employed a Hire Letter is necessary.

Employment Requirements

1. Verifiable employment is required.
2. If unemployed and unable to verify the income necessary to pay rent, applicant will be denied, or a co-signer may be considered.
3. Self-employed individuals must be verified through the federal tax returns and bank statements.
4. If retired or on assistance, please provide verification of income and proof of funds.

Credit Requirements

1. Good credit is required.
2. Outstanding bad debts being reported on credit report of more than \$100.00 but less than \$1,000.00 may be accepted with proper explanation and proof.
3. Excessive collections will result in denial.
4. Outstanding debt to property management or landlord will result in denial.
5. Any applicant with a bankruptcy not shown as discharged will be denied until shown otherwise.
6. After a bankruptcy has been discharged, applicant must show six (6) months of positive established credit.

Applicant Signature:

Applicant Signature:

Date/Time:

Date/Time: