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## GENERAL APPLICATION AND QUALIFYING INFORMATION

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- **ANYONE** who is older than 18 must submit an application. If your income is not being used to qualify for the home, we still require you to submit an application. We run criminal and eviction checks on all prospective tenants.
- **PETS:** Please complete our pet information form. Additional fees and/or deposit may apply.
- **PROCESSING TIME:** It normally takes 2 business days to process your application unless you complete our online application. In some cases online applications can be approved with contingencies immediately.
- **SECURITY DEPOSIT:** This is typically 1.5 times the monthly rent.
- **MOVE IN FUNDS:** The full security deposit and first month's rent is due at lease signing. A cashier's check is required for all move - in funds. Some of the deposit will be used as a holding deposit until move-in. If you need additional time to secure funds ask our office for an exception ruling.
- **HOLDING DEPOSIT:** The holding deposit is used until you move-in to a property. If you cancel a signed lease agreement prior to move-in the owner would be entitled to keep the holding deposit.
- **HOME INSPECTIONS:** We may ask to see your current home.

### GENERAL INCOME GUIDELINES

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Applicant's income should be at a minimum, 2 times the monthly rent. Unverifiable income will not be considered.

#### DOCUMENTATION REQUIRED

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##### SALARIED/HOURLY WORKERS

- Paystubs (4 if paid weekly)

##### SELF EMPLOYED

- *Bank Statements:* Please provide 3 months of bank statements showing deposits into your account and the most recent years tax return

##### COLLEGE STUDENTS

- College students whose parents will be paying rent, parents will need to be a guarantor on the lease. They will need to complete an application and provide all relevant asset and income information.

### CREDIT

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A minimum of 70% of the "established" credit must be positive. A minimum of three accounts must have a user history. We do not have a minimum credit score threshold. Our reports use a single or in some case dual agency credit score and a National Risk Score.

### RENTAL HISTORY

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No previous evictions allowed. Some rental or ownership history is preferred. No late rent payments in the last 12 months.

### EMPLOYMENT & ASSETS

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We prefer a minimum of six months of continuous employment at the same employer or in the same field of work.





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## APPROVAL

Once your application has been approved all adults must sign the lease agreement within 2 business days. The home will stay on the market until all agreements are signed and the deposits are collected.

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## DOCUMENTATION NEEDED TO PROCESS AN APPLICATION

- 3 Page Application
- Pay-Stub
- Bank Statements and Tax Return (*IF SELF EMPLOYED*)
- Photo ID
- Application Fee of \$30.00

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## APPLICATIONS CAN BE SUBMITTED THE FOLLOWING WAYS

### *ONLINE*

Use our secure online application. You can complete an application and in some cases receive instant approval online [Secure Online Application](#). Applications completed online will receive a credit of \$25.00 upon approval.

### *US MAIL*

Presidio Rental Solutions 1000 Newbury Rd # 170 Thousand Oaks, Ca 91320

### *FAX*

805-499-7070

### *EMAIL*

[info@venturacountyrentals.net](mailto:info@venturacountyrentals.net) or [Customerservice@VenturaCountyRentals.net](mailto:Customerservice@VenturaCountyRentals.net)

Thank You for your interest in our properties. Our staff will do their best to process your application as quickly as possible. Normal processing time if we have a complete application package is 2 business days.

There is a *\$30 Application Processing Fee per Adult Applicant*. This can be paid online at our website using a debit or credit card or we can send you an invoice via email. You may also pay by check.

We will provide you a copy of your credit report. If you would like to discuss your credit report with our staff please schedule a phone appointment. We are experts at analyzing credit reports and can work with you to help improve your score.

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# PRESIDIO RENTAL SOLUTIONS

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