

KIKUMOTO

REAL ESTATE

RENTAL GUIDELINES

Property Address: _____ Desired Move-In Date: _____

GENERAL QUALIFICATIONS:

1. Qualifying is based upon income, credit and rental (and / or home ownership) history.
2. Applicant current legal and verifiable net monthly income shall be at least an amount of three (3) times the monthly rent.
3. A cosigner will only be allowed on certain properties (please ask) in lieu of lack of credit or rental history.
4. Negative references may prevent an applicant from being accepted.
5. Misstatements, either false or incorrect, shall be deemed reason for denial of occupancy.
6. No prior evictions. No open bankruptcies.
7. No abusive or threatening language or behavior during rental process.
8. No pet rental. No smoking rental.

ALL ADULT (EVERYONE 18 YEARS AND OLDER OR LEGALLY EMANCIPATED) APPLICANTS MUST SUBMIT THE FOLLOWING IN ORDER TO PROCESS THE APPLICATIONS:

1. Applicant must submit a fully complete application. If the application is not fully complete and / or all the required documentation is not submitted; it may be returned or delayed for the missing information.
2. Signed Kikumoto Real Estate Rental Guidelines.
3. Reliable documentation & telephone numbers for all income must be provided:
 - A. For employed people, last year's W-2s and the two most recent pay stubs are required.
 - B. For self-employed people, the last two years of income tax returns and the three most recent operations bank monthly statements are required.
 - C. Other income must have reliable documentation.
4. The processing fee is \$30.00 for each applicant. The cost of processing an application is itemized as follows: (a.) obtaining the credit report (\$10.00) and (b.) screening, reviewing, verifying and obtaining information (\$20.00). The processing fee is nonrefundable if the application is processed. The processing fee must be paid in the form of cash (exact change only), cashier's check or money order. A personal check will not be acceptable.

PLEASE ALLOW APPROXIMATELY TWO BUSINESS DAYS FOR THE APPLICATION TO BE PROCESSED.

IF APPLICANT IS APPROVED:

1. Within 72 hours of application approval, the lease documents must be signed, walkthrough inspection performed, provide a photo copy of applicant's valid picture identification (government issued) and the security deposit paid in the form of a cashier's check payable to Kikumoto Real Estate.
2. The first month's rent must be paid in the form of a cashier's check payable to Kikumoto Real Estate at the time of move-in.
3. If applicant is moving in on a day other than the first day of the month, applicant shall pay 30 days of rent at the time of move-in, with rent proration occurring in the second month.
4. If applicant has water filled furniture, proof of adequate insurance must be provided prior to renting.

Applicant Signature: _____ Date: _____

Please submit the Rental Guidelines, Rental Application, processing fee and all of the required documentation to:

Kikumoto Real Estate
1541 Corporate Way, Suite 210
Sacramento, CA 95831
(916) 391-0481
DRE#: 00988288



RENTAL APPLICATION

Address Of Property Applying For: _____ Rental Rate: _____

Name (Last): _____ (First): _____ (Middle): _____
Date Of Birth: _____ Social Security #: _____ Drivers License #: _____
Home Phone: _____ Work Phone: _____ Email: _____

Current Address: _____ City: _____ State: _____ Zip: _____
Move In: _____ Move Out: _____ Reason For Move: _____
Owner / Manager: _____ Phone: _____ Rental Rate: _____

Previous Address: _____ City: _____ State: _____ Zip: _____
Move In: _____ Move Out: _____ Reason For Move: _____
Owner / Manager: _____ Phone: _____ Rental Rate: _____

Previous Address: _____ City: _____ State: _____ Zip: _____
Move In: _____ Move Out: _____ Reason For Move: _____
Owner / Manager: _____ Phone: _____ Rental Rate: _____

Proposed Occupants	Date Of Birth	Proposed Occupants	Date Of Birth
1. _____	_____	4. _____	_____
2. _____	_____	5. _____	_____
3. _____	_____	6. _____	_____

Employer: _____ Job Title: _____
Address: _____ City: _____ State: _____ Zip: _____
Supervisor Name/Title: _____ Supervisor Phone: _____
Net Monthly Salary: _____ Start Date: _____

Previous Employer: _____ Job Title: _____
Address: _____ City: _____ State: _____ Zip: _____
Supervisor Name/Title: _____ Supervisor Phone: _____
Net Monthly Salary: _____ Start Date: _____ End Date: _____

Bank Name: _____ Address / Branch: _____ Savings Account #: _____
Bank Name: _____ Address / Branch: _____ Checking Account #: _____

Auto Make: _____ Model: _____ Year: _____ License #: _____ State: _____
Auto Make: _____ Model: _____ Year: _____ License #: _____ State: _____

1. Emergency Contact: _____ Relationship: _____ Phone: _____
2. Emergency Contact: _____ Relationship: _____ Phone: _____

Any Pets?: _____ If Yes, Describe: _____
Any Liquid Furniture?: _____ If Yes, Describe: _____
Any Evictions / Unlawful Detainers, Been Asked To Move, Bankruptcy?: _____ If Yes, Explain: _____

Applicant represents the information provided is true and correct and authorizes the verification of the items above, including but not limited to obtaining a credit report & unlawful detainer report and agrees to provide additional credit references on request. Applicant agrees to hold harmless both Kikumoto Real Estate and previous and future owners or managers from any liability for providing written or verbal information regarding the quality of tenancy. Applicant understands that if I fail to fulfill my credit obligations, a negative credit report reflecting my credit may be submitted to a credit reporting agency. Applicant understand the rental application and all of the submitted associated documents are the property of Kikumoto Real Estate, will not be returned and no copies will be given of said documentation.

APPLICANT SIGNATURE: _____ DATE: _____