

RECEIPT FOR RESIDENT SCREENING

Applicant:	Applicant Address:
Owner/Agent (Apartment Community): Glenbrook	Address: 1550 Springfield Drive, Chico, CA 95928
Phone Number: (530) 895-8130	Fax Number: (530) 895-1805

Owner/Manager requested the following reports on the dates listed below and these reports may constitute "investigative consumer reports" and/or "consumer credit reports" as defined by California Law. These reports may provide information regarding the consumer's character, general reputation, personal characteristics, mode of living and/or credit worthiness. These reports are being processed by the reporting agency ("agency") indicated below:

On-Site Manager, Inc.
P.O. Box 1514
Los Altos, CA 94023-1514
(877) 222-0384

First American Registry
1140 Rockville Pike, PMB 1200
Rockville, MD 20852
(800) 999-9350

Requested	Type of Report
	Unlawful Detainer (Eviction) Search
	Consumer Credit Report

If you would like a copy of the report(s), please check the box below, and return it to the Owner/Manager at the address listed above. The report(s) will be sent to you within three business days of their receipt by Owner/Manager.

Yes, please send me a copy of the reports listed above.

Send Reports to Address (if different than above):		
City:	State:	ZIP Code:

Return this form to: Glenbrook Apartments
1550 Springfield Drive, Chico, CA 95928 (Apt. Community Address)

NOTICE TO CONSUMER ¹

California Civil Code Section 1786.16(a)(3), states that a consumer shall be notified in writing regarding any report which may be construed as an "investigative consumer report" that is requested for the purpose of evaluating the consumer's ability to hire a dwelling unit.

California Civil Code 1786.22, states in summary that the agency listed above shall supply files and information relating to these investigations during normal business hours and on reasonable notice. Files maintained shall be made available for the consumer's visual inspection either (1) by certified mail, pursuant to a written request, with proper identification, for copies to be sent to a specified addressee; (2) by telephone, if the consumer has made a written request, with proper identification for telephone disclosure, and the toll charge, if any, is prepaid by or charged directly to the consumer; or (3) in person, upon furnishing proper identification. "Proper identification" shall mean identification generally deemed sufficient to identify a person, including a valid driver's license, social security account number, military identification card and credit card. Only if the consumer is unable to identify himself with the foregoing information may the agency require additional information concerning the consumer's employment, personal or family history. The agency shall provide a written explanation of any coded information contained in the files maintained on a consumer that is to be distributed whenever a file is provided to a consumer for visual inspection. The agency shall provide trained personnel to explain to the consumer any information furnished to the consumer by the agency. The consumer shall be permitted to be accompanied by one other person of his choosing, who shall also furnish reasonable identification. The agency may require the consumer to furnish a written statement granting permission to the agency to discuss the consumer's file in such person's presence. There may be a fee associated with said disclosure.

A fee of \$ 30.00 has been received from above applicant on _____ for an offer to rent. The above payment is to be used for processing the resident screening, including any investigative consumer report and/or consumer credit report.

No Application Fee Charged

Cost of Investigative Consumer Report, Consumer Credit Report, and Reference Verification	\$ <u>20.00</u>
Labor Cost of Employees for Application Processing and Verifications	\$ <u>10.00</u>
Total Fee	\$ <u>30.00</u>

Applicant has given **written authorization** to run a consumer and/or credit report, including a search of any other public information to evaluate their application to live at Glenbrook Apartments, and use the information contained therein for **no other purpose**, as limited by **federal law**. Applicant has provided for verification acceptable forms of identification to confirm applicant's identity.

Applicant

Management Representative

¹Owner/Manager does not waive the issue of whether this notice is its legal obligation, but provides such notice to protect the legal right, if any, of the consumer thereto.

RESIDENT SCREENING VERIFICATION

Current Landlord **Previous Landlord** **Other:** _____

Current of Former Landlord

RE: (Name): _____

Address: _____

Dear Sir or Madam:

Our Resident Selection Policy obliges us to verify certain information about all applicants submitting an application to rent from our apartment community. We ask for your cooperation in supplying information on the resident history of the applicant listed above.

Your prompt return of this information will be appreciated. You may fax it to us at (530) 895-1805

Sincerely,

Management Representative Signature Date

Glenbrook Apartments **(530) 895-8130**
Apartment Community Name Phone Number

I hereby authorize the release of the information requested below.

Signature of Applicant Date

Signature of Applicant Date

Are you a friend or relative of the applicant? YES NO

Date of Applicant's tenancy: From: _____ To: _____

Does (did) the Applicant have a lease/rental agreement? YES NO

1. Rent Payment

- a. Amount of monthly rent: \$ _____
- b. Has (had) he/she ever paid late? YES NO
- c. Has (had) he/she had a NSF check? YES NO
- d. Have (had) you ever started or completed eviction proceedings for nonpayment? YES NO
- e. Does the applicant still owe you money? YES NO
- f. Did the applicant give you a 30-day notice? YES NO

2. Caring for the Apartment

- a. Does (did) the applicant keep the apartment clean, safe and sanitary? YES NO
- b. Beyond normal wear and tear, has (had) the applicant damaged the apartment? YES NO
If so, please describe: _____ Cost to repair? _____
- c. Has (had) the applicant paid for the damages? YES NO
- d. Will (did) you keep any of the security deposit? \$ _____ YES NO

3. General

- a. Is (was) the applicant listed on the lease/rental agreement for the apartment? YES NO

- | | | |
|---|-----|----|
| b. Does (did) the applicant permit persons other than those on the lease/rental agreement to live in the apartment on a regular basis? | YES | NO |
| c. Has (had) the applicant, household members or guests damaged or vandalized the common areas? | YES | NO |
| d. Does (did) the applicant, household members or guests interfere with the rights and quiet enjoyment of other residents? | YES | NO |
| e. Has (had) the applicant, household members or guests engaged in any criminal activity, including drug-related criminal activity, in the apartment or on the grounds? | YES | NO |
| f. Has (had) the applicant, household members, or guests acted in a physically violent and/or verbally abusive manner toward neighbors, Landlord or management staff? | YES | NO |
| g. Would you re-rent this applicant? | YES | NO |
| h. Have you ever given this applicant notice to move? | YES | NO |
| i. What was the applicant's reason for moving? _____ | | |
| j. Did this applicant rent from you, or just stay with you? _____ | | |
| k. Do you have any additional comments about this applicant? _____ | | |

Landlord or Management Representative	Date
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Current or Former Landlord

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Management Representative Signature Date

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