

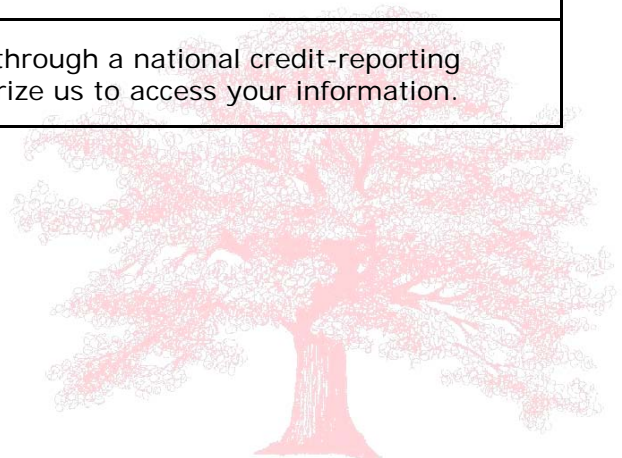


Rental Application Requirements

Applicant	Applicants must be at least 18 years old. Other age requirements may apply in HOA governed age qualified communities. A separate application must be completed and a \$35 non-refundable application fee paid for each resident over the age of 18.
Fees	Application Fees are non-refundable and must be paid via cash or cashier's check at the time of application.
Other Documentation	You are required to submit a copy of your driver's license and social security card with your application as proof of identity.
Household	Household size is limited to 2 persons per bedroom plus 1 additional person.
Income	Legal and verifiable household income of at least three times the monthly rental rate is required.
Employment	If employed less than one year, we will also verify previous employment records. Self-employed persons will be required to submit their last two year's tax returns.
Renting History	Owner's policies may vary. A payment history of not less than six months at the same location and favorable rental references from at least two previous addresses may be required.
Rent*	Rent is due and payable in full on the first of each month and is delinquent on the 2 nd of the month. If rent is not collected by the close of business on the fifth (5th) of each month, late charges will be assessed. Return check/non-sufficient funds charge is \$25.00. Electronic bill pay is preferred and proof of automatic bill pay or automatic electronic funds transfer (EFT) may be required.
Cash	We accept cash, money orders, or cashier's checks for security deposits, rent, and/or late fees. Rent and security deposits must be made payable to Capitol Oaks Real Estate .
Credit Status	We will access and verify your credit through a national credit-reporting agency. You will be required to authorize us to access your information.

Capitol Oaks Real Estate Property Management

916.238.2150 - Office
 916.760.0841 - Fax
 916.258.7197 - Maintenance
www.CapitolOaksPM.com
PM@CapitolOaks.com
 (4/11/2009)





Rental Application Requirements

Pets	No dogs, cats, birds, reptiles, rodents, fish; other exotic animals are permitted unless authorized in writing by the owner/management. Additional deposits are required based on the size and type of pet. The following dog breeds are not approved for any of our rental properties: Rotweillers, Dobermans or any dog known as "pit bull" (also known as American Staffordshire Terrier, American Bulldog, American Pit-bull Terrier, etc.)
Additional Information	We value honesty and integrity. If there is something you would like us to know – please attach a separate explanation to your application for consideration.
Communications*	Upon acceptance of your application, signing of the lease, payment of all fees and rents, and approval by the owner you will be provided with a tenant information package that will include such information as the above plus an emergency contact number and a Web link for reporting problems or requesting maintenance.

*** - Only applies to properties managed by Capitol Oaks Real Estate.**

Capitol Oaks Real Estate is an equal opportunity housing provider: We fully comply with the Federal Fair Housing Act. We do not discriminate against any person because of race, color, religion, sex, handicap, familial status, or national origin. We also fully comply with all state and local fair housing laws.

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