SANDRA PROPERTIES, INC.
REAL ESTATE BROKERAGE, DRE #02153976

519 D STREET | GALT, CA 95632
OFFICE 209.912.4077 | FAX 209.912.7503
TOLEDORENTAL7@GMAIL.COM

INSTRUCTIONS FOR SUBMITTING A COMPLETE APPLICATION TO RENT

Each adult applicant must submit an application with the following requirements:

- 3 month of pay stubs
- Current government issued ID
- Credit report required
- $40 application fee

Application fee can be paid at our office or online at:

https://sandrapropertiesinc.managebuilding.com/Resident/rental-application/new

Applications may be

Scanned and emailed to: toledorental7@gmail.com

Faxed to: 209-912-7503

Mailed or dropped off at: 519 D Street, Galt, CA 95632

All adult applicants must complete an Application to Rent, provide government issued ID, Proof of Income, no evictions, defaulted debt or collections accounts on credit report, two years of rental history with a positive landlord reference, and three times the rent in net income. Evictions are an immediate tenant disqualification.

Tenants will pay all utilities - water, trash, sewer, electricity and gas.

Landlord to maintain landscaping.

Tenants will be required to carry renter's insurance during tenancy.

Pets are not permitted.

Lease duration 1 year.

Presented by:

Alexandra Toledo, DRE# 01780920

CALIFORNIA ASSOCIATION OF REALTORS®

APPLICATION TO LEASE OR RENT/SCREENING FEE

(C.A.R. Form LRA, Revised 12/24)

I. APPLICATION TO RENT

THIS SECTION TO BE COMPLETED BY APPLICANT. A SEPARATE APPLICATION TO LEASE OR RENT IS REQUIRED FOR EACH OCCUPANT 18 YEARS OF AGE OR OVER, OR AN EMANCIPATED MINOR.

1. Applicant is completing Application to Lease or Rent as a (check one) ☐ **tenant,** ☐ **tenant with co-tenant(s) or** ☐ **guarantor/co-signor.**
   Total number of applicants _____
2. **PERSONAL INFORMATION**
   - **A. FULL NAME OF APPLICANT** _____
   - **B.** Date of Birth _____ (For purpose of obtaining credit reports. Age discrimination is prohibited by law.)
   - **C.** (1) Driver's license No. _____ State _____ Expires _____
     (2) See **section II, paragraph 2C** for Social Security Number/Tax Identification Numbers. Such number shall be provided upon request from Rental Property Owner, Authorized Broker or Agent, or Property Manager ("Housing Provider").
   - **D.** Phone number: Home _____ Work _____ Other _____
   - **E.** Email: _____
   - **F.** Name(s) of all other proposed occupant(s) _____
     _____
   - **G.** Pet(s) (Other than service or companion animals) (number and type) _____
   - **H.** Auto: Make _____ Model _____ Year _____ License No. _____ State _____ Color _____
     Other vehicle(s): _____
   - **I.** In case of emergency, person to notify (other than occupants of applicant's household) _____
     Relationship _____
     Address _____ Phone _____
   - **J.** Does applicant or any proposed occupant plan to use liquid-filled furniture? ..... ☐ Yes ☐ No
     If yes, type _____
   - **K.** Has applicant been a party to an unlawful detainer action or filed bankruptcy within the last seven years? ..... ☐ Yes ☐ No
     If yes, explain _____
   - **L.** Has applicant or any proposed occupant ever been asked to move out of a residence? ..... ☐ Yes ☐ No
     If yes, explain _____
   - **M.** Has applicant or any proposed occupant ever been convicted of or pleaded no contest to a felony within the last seven years? ..... ☐ Yes ☐ No
     If yes, explain _____

     (After completing a credit review, Housing Provider may consider the nature of the felony and the length of time since it occurred so long as the felony is directly related to the applicant's ability to meet its obligations under the lease terms, and any other relevant mitigating information pursuant to 2 CCR §12266.)
3. **RESIDENCE HISTORY**

Current address _____	Previous address _____
City/State/Zip _____	City/State/Zip _____
From _____ to _____	From _____ to _____
Name of Housing Provider _____	Name of Housing Provider _____
Housing Provider's phone _____	Housing Provider's phone _____
Do you own this property? ☐ Yes ☐ No	Did you own this property? ☐ Yes ☐ No
Reason for leaving current address _____	Reason for leaving this address _____
_____	_____
_____	_____

4. **EMPLOYMENT AND INCOME HISTORY**

Current employer _____	Previous employer _____
Current employer address _____	Previous employer address _____
From _____ to _____	From _____ to _____
Supervisor _____	Supervisor _____
Supervisor's phone _____	Supervisor's phone _____
Employment gross income $_____ per _____	Employment gross income $_____ per _____
Other income info _____	Other income info _____

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Applicant's initials _____ / _____

EQUAL HOUSING OPPORTUNITY

Sandra Properties, Inc., 519 D Street Galt CA 95632 Phone: 2095707016 Fax: 2099127503 798 Singletree Ct.
Alexandra Toledo Produced with Lone Wolf Transactions (zipForm Edition) 717 N Harwood St, Suite 2200, Dallas, TX 75201 www.lwolf.com

Property Address: **798 Singletree Ct. , Galt , CA 95632** Date: **November 3, 2026**

5. **CREDIT INFORMATION**

A. **CREDITORS**

Name of Creditor: _____ Account _____
Monthly Payment: $_____ Balance Due: $_____

Name of Creditor: _____ Account _____
Monthly Payment: $_____ Balance Due: $_____

Name of Creditor: _____ Account _____
Monthly Payment: $_____ Balance Due: $_____

Name of Creditor: _____ Account _____
Monthly Payment: $_____ Balance Due: $_____

B. **BANKING**

Name of Bank/Branch: _____ Account No. _____
Type of Account: _____ Account Balance: $_____

Name of Bank/Branch: _____ Account No. _____
Type of Account: _____ Account Balance: $_____

6. **PERSONAL REFERENCES**

Name _____ Address _____
Phone _____ Length of acquaintance _____ Occupation _____
Name _____ Address _____
Phone _____ Length of acquaintance _____ Occupation _____

7. **NEAREST RELATIVE(S)**

Name _____ Address _____
Phone _____ Relationship _____
Name _____ Address _____
Phone _____ Relationship _____

8. Applicant understands and agrees that: **(i)** this is an application to rent only and does not guarantee that applicant will be offered the Premises; **(ii)** Housing Provider may receive more than one application for the Premises and, **(iii)** Applicant will provide a copy of applicant's driver's license or other acceptable identification upon request.

Applicant represents the above information to be true and complete, and hereby authorizes Housing Provider to: **(i)** verify the information provided; **(ii)** obtain a credit report on applicant** and **(iii)** obtain an "Investigative Consumer Report" ("ICR") on and about applicant. An ICR may include, but not be limited to, criminal background checks, reports on unlawful detainers, bad checks, fraud warnings, and employment and tenant history. By signing below, you also acknowledge receipt of the attached NOTICE REGARDING BACKGROUND INVESTIGATION PURSUANT TO CALIFORNIA LAW (C.A.R. form BIRN).

- If a screening fee is paid, the applicant will be provided a copy of the credit report obtained by Housing Provider within **7 days** of the Housing Provider receiving the report.
- ☐ If a screening fee is not paid, check this box if you would like to receive, at no charge, a copy of an ICR or consumer credit report if one is obtained by the Housing Provider whenever you otherwise have a right to receive such a copy under California law.

- ** If an applicant will be receiving a government rent subsidy to assist in the payment of rent, such as a Section 8 voucher, applicant may choose to provide lawful, verifiable, alternative evidence of reasonable ability to pay rather than have Housing Provider rely on a credit report. The applicant shall be given a reasonable time to provide the alternative documentation.

- ☐ Applicant will be receiving a rent subsidy pursuant to the following government program and elects to provide alternative documentation: _____

9. Applicant further authorizes Housing Provider to disclose information to prior, current, or subsequent owners and/or agents with whom applicant has had, or intends to have, a rental relationship.

If application is not fully completed, or if section II, 2 is applicable and the application is received without the full screening fee: **(i)** the application will not be processed, and **(ii)** the application and any portion of the screening fee paid will be returned.

Applicant Signature _____ Date _____

Return your completed application and any applicable fee not already paid to: **Sandra Properties, Inc.**

Address **519 D St.** City **Galt** State **CA** Zip **95632**

Property Address: ***798 Singletree Ct. , Galt , CA 95632*** Date: ***November 3, 2026***

II. PROPERTY INFORMATION AND SCREENING FEE

THIS SECTION TO BE COMPLETED BY HOUSING PROVIDER (applicant may fill in the "Premises" in **paragraph 1A** below):

1. **PROPERTY INFORMATION**
   - **A.** Applicant submits this application to lease or rent for the Premises located at ***798 Singletree Ct. , Galt , CA 95632*** ("Premises") or ☐ any prospective locations which may fit Applicant's rental criteria.
   - **B.** Rental Amount: $***2,300.00*** Rent per month.
   - **C.** Proposed move-in date: _____.
2. **SCREENING FEE:** A rental unit is available or will be available within a reasonable period of time.
   - **A.** ☐ Applicant will provide screening information and fee directly to Housing Provider's authorized screening service at: _____.

OR B. ☐ Applicant shall pay screening fee of $_____ per applicant, directly to Housing Provider, applied as follows: (Civil Code § 1950.6 sets the maximum screening fee that can be charged, as adjusted annually by the Consumer Price Index. As an example, the maximum screening fee in 2024 was $62.02 per applicant, according to the California Apartment Association.)

$ _____ for credit reports prepared by ***Tenant Screening Center, Inc.***;

$ _____ for _____ (other out-of-pocket expenses); and

$ _____ for processing.

(1) ☐ Application received with the full screening fee in the amount of $ _____.

(2) If application is received without the full screening fee: **(i)** Housing Provider will notify Applicant, **(ii)** the application will not be processed, and **(iii)** the application and any portion of the screening fee paid will be returned.

(3) If Housing Provider collects the screening fee, Housing Provider shall provide Applicant a receipt for the screening fee, itemizing out of pocket expenses and time spent. By signing below, Applicant agrees the receipt may be provided by personal delivery, mail, or email.

C. (1) Housing Provider shall return the entire screening fee if applicant is not selected for tenancy, regardless of the reason, within seven days of selecting another applicant for tenancy or within 30 days of when the application was submitted, whichever occurs first;

OR (2) If Housing Provider has a written screening criteria, and that criteria is disclosed to the applicant with the application (☐ screening criteria attached) and the first applicant meeting that criteria is approved for the tenancy, then,

(i) Housing Provider shall refund the entire screening fee within 7 days of failing to consider the application if the application is not actually considered;

(ii) As an alternative to **paragraph 2C(2)(i)** Housing Provider may offer to apply the screening fee to another rental unit being offered by the Housing Provider. In such a case, Housing Provider may retain the screening fee if the applicant does not meet the established, disclosed criteria;

(iii) Housing Provider may keep the screening fee if the application is considered and the applicant is not accepted because the applicant does not meet the established, disclosed criteria.

D. ☐ Applicant shall provide Social Security Number/Tax Identification Number to Housing Provider.

The undersigned has read the foregoing section regarding the screening fee and acknowledges receipt of a completed copy.

_____ _____

Applicant Signature Date

Housing Provider acknowledges receipt of this entire Application to Lease or Rent/Screening Fee.

By: _____ DRE Lic.# ***01780920*** Date _____

Alexandra Toledo

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CALIFORNIA ASSOCIATION OF REALTORS®

NOTICE REGARDING BACKGROUND INVESTIGATION REPORTS PURSUANT TO CALIFORNIA LAW

(C.A.R. Form BIRN, Revised 6/23)

Sandra Properties, Inc. (the "Housing Provider") intends to obtain information about you from an investigative consumer reporting agency and/or a consumer credit reporting agency for the purpose of letting a dwelling. Thus, you can expect to be the subject of "investigative consumer reports" and "consumer credit reports" obtained for housing purposes. Such reports may include information about your character, general reputation, personal characteristics and mode of living. With respect to any investigative consumer report from an investigative consumer reporting agency ("CRA"), the Housing Provider may investigate the information contained in your rental application and other background information about you, including but not limited to obtaining a criminal record report, eviction report, verifying references, work history, your social security number, and other information about you, and interviewing people who are knowledgeable about you. The results of this report may be used as a factor in making housing decisions. The source of any investigative consumer report (as that term is defined under California law) will be:

CRA: Tenant Screening Center, Inc., Address: 6570 Oakmont Drive, Suite B, Santa Rosa, CA 95409

Telephone: (800)523-2381 Email: _____

The Housing Provider agrees to provide you with a copy of an investigative consumer report when required to do so under California law.

Under California Civil Code § 1786.22, you, with proper identification, are entitled to find out from a CRA what is in the CRA's file on you, as follows:

- In person, by visual inspection of your file during normal business hours and on reasonable notice. You also may request a copy of the information in person. The CRA may not charge you more than the actual copying costs for providing you with a copy of your file.
- A summary of all information contained in the CRA's file on you that is required to be provided by the California Civil Code will be provided to you via telephone, if you have made a written request, with proper identification, for telephone disclosure, and the toll charge, if any, for the telephone call is prepaid by or charged directly to you.
- By requesting a copy be sent to a specified addressee by certified mail. CRAs complying with requests for certified mailings shall not be liable for disclosures to third parties caused by mishandling of mail after such mailings leave the CRAs.

"Proper Identification" includes documents such as a valid driver's license, social security account number, military identification card, and credit cards. Only if you cannot identify yourself with such information may the CRA require additional information concerning your employment and personal or family history in order to verify your identity.

The CRA will provide trained personnel to explain any information furnished to you and will provide a written explanation of any coded information contained in files maintained on you. This written explanation will be provided whenever a file is provided to you for visual inspection.
You may be accompanied by one other person of your choosing, who must furnish reasonable identification. A CRA may require you to furnish a written statement granting permission to the CRA to discuss your file in such person's presence.

The undersigned acknowledges receipt of this Notice Regarding Background Investigation Pursuant to California Law.

_____ _____

Applicant Signature Date

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