



Welcome Future Residents,

Thank you for your interest to live at Palazzo at Campus Pointe, Fresno's premiere student living community!

You must be 18 years or older to apply on your own and have the lease in your name, if you are under the age of 18, your parent(s)/legal guardian will have to put the lease in their name until you turn 18 years old.

Please be sure to complete entire application, sign and date all forms that apply. Also bring back the following information at time of signing to complete your application packet:

***Incomplete applications will NOT be accepted. Please have all additional qualifying documents needed to apply.***

**Lease Holding Resident:** If you are applying as a Lease Holding Resident without a Guarantor:

- ✓ Your income must be 3x's the monthly rent.
  - a. Provide 3 most current check stubs.
  - b. Supplemental Income accepted: financial aid statement and awarded grants or scholarships (if applicable)
- ✓ Pass the credit check, criminal background check, and Rental Verification (if applicable).
- ✓ Provide valid ID or Drivers License.
- ✓ Application fee and security deposit at time of signing to process your application and reserve your space.

**Students:** If you are a student or do not meet the minimum requirements, you will need a guarantor that does.

**Guarantor:** If you are the Guarantor for the applicant the following information must be provided:

- ✓ Your income must be 5x's the monthly rent, please provide 3 most current check stubs.
- ✓ Pass the credit check.
- ✓ Complete the attached Guarantor Form.
- ✓ Provide a copy of a valid ID or Drivers License.

**International:** If you are applying as a Non-U.S. citizen the following must be provided:

- ✓ DS-2019 / I-20 or any other documentation that entitles applicant to be in U.S. through expiration of Housing Contract
- ✓ Provide valid Passport
- ✓ *All international applicants are qualified with deposit equal to (1) month's rent*

Thank you,

RPM Management

**APPLICANT INFORMATION**

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FIRST NAME		MIDDLE NAME		LAST NAME	
DATE OF BIRTH		OTHER NAMES USED IN LAST 10 YEARS		EMAIL ADDRESS	
SOCIAL SECURITY NUMBER or TIN		DRIVER'S LICENSE and ISSUING GOVERNMENT	EXP DATE	CELLULAR TELEPHONE #	
ADDRESS OF PRESENT LANDLORD / APARTMENT COMMUNITY / MORTGAGE COMPANY				WORK TELEPHONE #	HOME TELEPHONE #
CITY, STATE, ZIP				LANDLORD TELEPHONE #	
MONTHLY PAYMENT	HOW LONG? TO / FROM DATES		REASON FOR MOVING		

**PRESENT ADDRESS IS (CHECK ONE)**

Own Home    Parents Home    Rented Home    Rented Apartment    Student Housing    Other \_\_\_\_\_

PREVIOUS LANDLORD OR APARTMENT COMMUNITY: / IF OWNED: NAME OF MORTGAGE COMPANY			
ADDRESS OF PREVIOUS LANDLORD / APARTMENT COMMUNITY / MORTGAGE COMPANY			
CITY	STATE	ZIP	TELEPHONE #
MONTHLY PAYMENT	HOW LONG? TO / FROM DATES		REASON FOR MOVING

**FLOOR PLAN PREFERENCE (CHECK ONE)**

Studio    2 BR 1 BTH    2 BR 2 BTH    4 BR 4 BTH    4 BR 3 BTH (Private) or (Shared)    4 BR 4 BTH (Shared/Shared)

**LEASE TERM PREFERENCE (CHECK ONE)**

10 Month Lease/ \$125 STP\*    12 Month Lease

\*STP-Short Term Premium applied per month, based on August term start date & move out month options are May & July (limited availability STP)

<b>APARTMENT NEEDED BY DATE:</b>	
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WILL YOU NEED A PARKING PERMIT?*		<input type="checkbox"/> Covered <input type="checkbox"/> Uncovered		<i>*Parking is limited and is available on a first come, first serve basis.</i>	
VEHICLE INFORMATION	MAKE AND MODEL	YEAR	COLOR	LICENSE PLATE #	STATE REGISTERED

**REQUESTED ROOMMATES: PLEASE INDICATE THEIR NAME BELOW.**

NAME	NAME
NAME	NAME
NAME	<i>*ALL ROOMMATE CHOICES MUST BE MUTUAL, ARE BASED ON AVAILABILITY &amp; CANNOT BE GUARANTEED.</i>

**EMPLOYMENT INFORMATION - APPLICANT**

EMPLOYER			MONTHLY GROSS INCOME		
EMPLOYER ADDRESS					
CITY	STATE	ZIP	TELEPHONE #		
POSITION	TYPE OF WORK			HOW LONG?	
SUPERVISOR'S NAME AND POSITION			SUPERVISOR'S TELEPHONE #		

OTHER SOURCE OF INCOME	WHEN RECEIVED	AMOUNT
<b>TOTAL MONTHLY INCOME</b>		



**EMERGENCY CONTACT**

NAME		RELATIONSHIP	
ADDRESS			
CITY	STATE	ZIP	TELEPHONE #

**GUARANTOR INFORMATION**

FIRST NAME	MIDDLE NAME	LAST NAME
DATE OF BIRTH	OTHER NAMES USED IN LAST 10 YEARS	EMAIL ADDRESS
SOCIAL SECURITY NUMBER or TIN	DRIVER'S LICENSE and ISSUING GOVERNMENT	CELLULAR TELEPHONE #
PRESENT ADDRESS		WORK TELEPHONE #
CITY, STATE, ZIP		HOME TELEPHONE #

**EMPLOYMENT INFORMATION - GUARANTOR**

EMPLOYER			MONTHLY GROSS INCOME
EMPLOYER ADDRESS			
CITY	STATE	ZIP	TELEPHONE #
POSITION	TYPE OF WORK		HOW LONG?
SUPERVISOR'S NAME AND POSITION			SUPERVISOR'S TELEPHONE #

OTHER SOURCE OF INCOME	WHEN RECEIVED	AMOUNT
<b>TOTAL MONTHLY INCOME</b>		

**OTHER INFORMATION**

Do you have charges pending against you for any criminal offense(s)?      Applicant  Yes  No      Guarantor  Yes  No

Have you ever been convicted of, or pleaded guilty or no contest to, any criminal offence(s) OR had any criminal offense(s) disposed of other than by acquittal or a finding of "not guilty"?      Applicant  Yes  No      Guarantor  Yes  No

Have you ever been asked or ordered by a representative of any government to leave the U.S. or any other country?      Applicant  Yes  No      Guarantor  Yes  No

If "Yes" to the above questions, please give details and dates: \_\_\_\_\_

Have you been a party to any litigation, such as; evictions, suits, judgments, bankruptcies, foreclosures, etc.?      Applicant  Yes  No      Guarantor  Yes  No

If "Yes", please give details and dates: \_\_\_\_\_





# Rental Application

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## **PLEASE READ CAREFULLY AND SIGN BELOW**

**Correct Information** – Applicant and/or Guarantor represents that all of the above statements are true and correct. Applicant and/or Guarantor hereby authorize verification of all of the above information, references and credit records, and release from all liability or responsibility all persons and corporations requesting or supplying such information. Applicant acknowledges that false, incomplete, or misleading information herein may constitute grounds for rejection of the application, termination of right of occupancy of all occupants under a lease and/or forfeiture of deposits and fees, and may constitute a criminal offense under the laws of the State. Applicant agrees to the “Application Fees/Deposit Agreement” below.

I DECLARE THE FOREGOING TO BE TRUE UNDER PENALTY OF PERJURY. I acknowledge and agree that the Lease agreement contemplated may not be executed or that the owner, manager or agent of the apartment community may terminate such agreement without further notice if such agreement is executed based upon reliance upon any false or misleading statement made herein. Because damages would be difficult or impossible to ascertain, the reservation deposit in the amount shown below will be retained as liquidated damages upon confirmation of false information or if applicant fails to cancel or complete the Lease agreement on or before Lease Start Date. If applicant completes the rental agreement on or before this date the reservation deposit shall be held by RPM Company as part of their escrow deposit. If the applicant is not approved by RPM Company, the reservation deposit shall be returned within 21 days from the date of cancellation or non-approval.

### **APPLICATION FEE / CANCELLATION POLICY FOR LEASE AGREEMENT:**

Once the applicant has signed the lease and been approved, the cancellation policy is equal to (1) one months rent. All cancellations must be given in writing a minimum of **45 days prior** to the commencement of the lease term. All cancellations **NOT made 45 days prior** to the commencement of the lease term are responsible for the full lease term per the lease agreement.

Non-Refundable Admin Processing Fee (per applicant) \$ 35.00 Reservation Deposit (per bed/on approved credit) \$ 300.00

Amount Paid \$ \_\_\_\_\_

### **CANCELLATION POLICY FOR LEASE AGREEMENT:**

Once the applicant has signed the lease and been approved, the cancellation policy is equal to (1) one months rent. All cancellations must be given in writing a minimum of **45 days prior** to the commencement of the lease term. All cancellations **NOT made 45 days prior** to the commencement of the lease term are responsible for the full lease term per the lease agreement.

## **GUIDELINES, STANDARDS AND QUALIFICATIONS**

RPM Company and its representatives will NOT discriminate against any person based on race, color, religion, sex, national origin, familial status or disability.

**Maximum Occupancy Standard:** One (1) person per bed, no exceptions.

### **Rental Guidelines:**

1. **AGE REQUIREMENTS:** Applicants must be 18 years or older, if not the Applicant must have a Guarantor co-sign on the Lease Agreement.
2. **EMPLOYMENT HISTORY/VERIFICATION:** *Lease holder(s) and/or Guarantor* must be currently employed or have some source of verifiable income. Either 3 consecutive most recent paystubs OR written verification of employment from the employer is required to verify income.
3. **SELF-EMPLOYMENT:** *Lease holder(s) and/or Guarantor* must provide copy of previous year's personal tax returns and copies of personal bank statements for the last 3 months.
4. **INCOME:** *Lease Holder:* Income must be at least 3x the amount of the rental rate for the purposed apartment to occupy.  
*Guarantor:* Income must be at least 5x the amount of the rental rate for the purposed apartment to occupy.
5. **RESIDENCY:** Applicants must have positive rental history with NO Evictions or Collections from a previous apartment community.
6. **IDENTIFICATION:** All applicants must provide proof of identification with a current/unexpired government issued photo identification and Social Security Card. *Non-U.S. Citizens* must provide an ICE document that entitles the Applicant to be in the U.S. through the Expiration date of their Housing Contract.
7. **CREDIT REQUIREMENTS:** Credit should be in good standing, with no outstanding judgments or tax-liens. If an Applicant has no credit a Guarantor will be required.
8. **CRIMINAL BACKGROUND:** It is understood any negative findings on the applicants' criminal background check, including any one felony conviction, except driving under the influence which is two D.U.I convictions, or any two misdemeanors convictions, will not be acceptable for approval of my rental application.

***By signing below I represent that I have read and agree to all provisions of this application and authorize Owner's agent to obtain my credit report and criminal background report.***

\_\_\_\_\_  
Signature of Applicant Date

\_\_\_\_\_  
Accepted By Date

\_\_\_\_\_  
Signature of Guarantor (If applicant is under 18) Date



### Apartment Lease Guarantee Form

Each guarantor must submit a separate guarantor form. It must be notarized or the guarantor must attach a copy of his/her driver's license or other government-issued identification.

You, as guarantor signing this Apartment Lease Guarantee form, agree to guarantee all obligations of the Resident under the Residential Lease and/or Lease Renewal entered into with Palazzo at Campus Pointe.

Residents Name: \_\_\_\_\_ Lease Start Date: \_\_\_\_\_

You agree that your obligation will continue through the Lease term and any renewals and will not be affected by amendments, changes, assignments or subleases of the Lease. The resident and guarantor are jointly and severally liable. It is not necessary for us to sue or exhaust remedies against the resident in order for you to be liable.

Guarantor's Name: \_\_\_\_\_

Relationship to Resident: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone #: \_\_\_\_\_

Social Security #: \_\_\_\_\_

Driver's License #: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Monthly income: \_\_\_\_\_

Date First Employed: \_\_\_\_\_

Employer Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Signature of Guarantor \_\_\_\_\_ Date: \_\_\_\_\_

(You represent that all information submitted by you on this Guarantee is true and complete. You authorize us to request and obtain consumer reports, verification of income, employment, and credit reports on you: A facsimile signature by you on this Guarantee will be just as binding as an original signature. It is not necessary for you as the guarantor to sign the lease, renewal lease itself or to be named in the lease agreement executed by the Resident. If we seek to enforce this Guarantee, you agree that it can be in the county where the Apartment Community is located.)





**VERIFICATION OF RENTAL HISTORY**

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Community: \_\_\_\_\_

Attn: \_\_\_\_\_

Fax #: ( ) \_\_\_\_\_ - \_\_\_\_\_

Ph. #: ( ) \_\_\_\_\_ - \_\_\_\_\_

From: \_\_\_\_\_ (Agent for Palazzo at Campus Pointe)

Telephone #: (559) 291 - 6400 Fax #: (559) 291-6440

**Subject: Verification of Present/Former Resident**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

I hereby authorize the release of my rental history/information:

\_\_\_\_\_  
Signature of Applicant Date

**INFORMATION BEING REQUESTED:**

1. Move-In Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Move-Out Date: \_\_\_\_/\_\_\_\_/\_\_\_\_
2. Was a 30-Day Notice to Vacate submitted: YES / NO
3. Rental Rate: \$\_\_\_\_\_
4. Number of persons on the lease: \_\_\_\_\_
5. # of late payments: \_\_\_\_\_ # of returned checks (NSF): \_\_\_\_\_
6. Any Complaints: YES / NO \_\_\_\_\_ Pets: YES / NO \_\_\_\_\_
7. Would you re-rent to this person: YES / NO \_\_\_\_\_
8. Damages to Unit: YES / NO \_\_\_\_\_
9. Comments: \_\_\_\_\_  
\_\_\_\_\_

Completed by: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_



# Roommate Preference Form



The function of this form is to assist our staff in assigning you a well-suited roommate. The more we know about your qualities and partiality, the easier it will be for us to place you; so please comment freely and honestly. Your communication with us is crucial in making the best possible roommate match. Although no guarantees are made in finding like-minded roommates we reassure that no one individual will be matched according to race, ethnicity, beliefs, sexual standing or disabilities as required by the Fair Housing Act.

Name: \_\_\_\_\_ Gender : M / F

Address: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_

City/State: \_\_\_\_\_ Email: \_\_\_\_\_

Intended field of study: \_\_\_\_\_ Year: \_\_\_\_\_

Do you smoke?: \_\_\_\_\_ Do you mind others smoking?: \_\_\_\_\_ Do you drink? \_\_\_\_\_

Roommate gender preference: Same Gender / Co-Ed

### Personal Characteristics:

1. **Sleeping habits on weekends?:** 8-10 pm \_\_\_\_\_ 10-12 pm \_\_\_\_\_ 12-2 am \_\_\_\_\_ 2-4 am \_\_\_\_\_
2. **Sleeping habits on weekdays?:** 8-10 pm \_\_\_\_\_ 10-12 pm \_\_\_\_\_ 12-2 am \_\_\_\_\_ 2-4 am \_\_\_\_\_
3. **Describe your socializing level?:** not at all \_\_\_\_\_ somewhat \_\_\_\_\_ moderate \_\_\_\_\_ very \_\_\_\_\_
4. **Describe your cleanliness level?:** not at all \_\_\_\_\_ somewhat \_\_\_\_\_ moderate \_\_\_\_\_ very \_\_\_\_\_
5. **Describe your study habits?:** not at all \_\_\_\_\_ somewhat \_\_\_\_\_ moderate \_\_\_\_\_ very \_\_\_\_\_
6. **Describe your loud music tolerance?:** none \_\_\_\_\_ a little \_\_\_\_\_ I don't mind it \_\_\_\_\_ I prefer it \_\_\_\_\_
7. **Preference with sharing?:** none \_\_\_\_\_ a little \_\_\_\_\_ I don't mind it \_\_\_\_\_ I prefer it \_\_\_\_\_
8. **Sports involvement (if any)?:** \_\_\_\_\_
9. **Extracurricular activities (sorority/fraternity, clubs, etc)?:** \_\_\_\_\_
10. **Room Specifications?:** \_\_\_\_\_

**More about you:** This section is for you to provide any other information you would like to provide that is not listed in the questions above.

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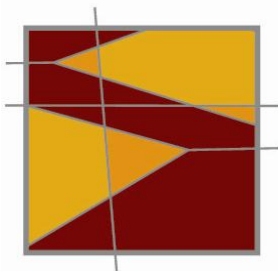
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I hereby give permission to the management office of the Palazzo Student Housing to use this information in the roommate matching process. I understand roommate satisfaction is not guaranteed, based on availability and that this form may be used for the purpose of scheduling the move-in dates and optimizing move-in efficiency.

Signature and Date \_\_\_\_\_



# PALAZZO

A T C A M P U S P O I N T E

Floor Plans	Sq. Ft.	Deposit	Price (per room)
<b>Suite 1</b> 4 Bed / 4 Bath (4)	1348	\$300	\$610
<b>Suite 2</b> 4 Bed / 3 Bath (4)	1321	\$300	\$545-\$610
<b>Suite 3</b> 2 Bed / 2 Bath (2)	964	\$300	\$685-\$735
<b>Suite 4</b> 2 Bed / 1 Bath (2)	906	\$300	\$635
<b>Suite 5</b> Studio (1)	472	\$300	\$1005
<b>Suite 6</b> 4 Bed / 4 Bath (4-6)	1435	\$300	\$565-\$395 <sup>(Shared Bed/Bath)</sup>
<b>Suite 7</b> 4 Bed / 4 Bath (4)	1395	\$300	\$610-\$645

**\*\*10 Month Lease Available – Additional \$125/Month\*\***

*\*Included: Water, Sewer, Trash, Cable w/ DVR, and Internet  
Fresno State Meal Plans Available but NOT Required*

### Deposits and Fees

APPLICATION FEE	\$35.00
SECURITY DEPOSIT	\$300.00 (on approved credit)

### Optional Add On

COVERED PARKING	\$45.00 / per mo.
UNCOVERED PARKING	\$35.00 / per mo.

### Qualifying Criteria

- ✓ All applicants must qualify individually or with a qualifying Guarantor.
- ✓ Credit: Applicant and/or Guarantor must have positive and established credit.
- ✓ Rental: Applicant must have positive rental history. Prior eviction disqualifies the Applicant.
- ✓ Criminal Background: 2 misdemeanors or 1 felony disqualifies the Applicant.
- ✓ Income: Gross monthly income must be equal to 3x's the rent for the Applicant and 5x's the rent for the Guarantor.

***\*All Prices Are Subject To Change Without Notice.***

*Updated 3/1/2018*