

APPLICATION INSTRUCTIONS
(PLEASE READ CAREFULLY)
FOR QUESTIONS, PLEASE CALL 626.788.9022 x2



Thank you for considering applying. All applicants 18 years of age or older who intend to live in the property must fill out a separate application, complete the entire application and pay non-refundable application fee.

*****NO CASH OR CHECKS ACCEPTED*****

The following must be submitted with your application:

- Proof of income-may include copies of your last 3 pay check stubs, proof of retirement, social security or SSI income; child support and if self-employed, you must submit a copy of the first 5 pages of your 1120, 1120S or 1065 and K-1 the first 2 pages of your personal 1040 tax return, plus Schedule C. We must be able to verify all income sources and reserves the right to disqualify applicants for failure to prove income, supply adequate documentation, or prove the ability to support rental payments.
- Two (3) months banks statements
- Five (5) years of resident history, if applicable, with phone numbers of landlords.
- A copy of your Driver's license, state ID, military ID or Government issue passport.
- **Application submission:** (IP USA) will only accept our online application.
- A \$27.50 application fee is required per applicant without exception and is non-refundable.
- A \$28.50 to process credit and background check online with conditional approval. The fee is non-refundable.
- If more than one application is submitted on a property, Impressive Properties Inc has an obligation to review approval and/or show all application to the homeowner for a review and approve.

The Application/Processing Fee www.impressivepropertiesusa.com Click on Rent Info/Application. To complete application online via website. Email requested documents to info@ipusaca.com

- Once your application has received a conditional approval, we will notify you to complete credit and background check online. A \$28.50 non-refundable fee is required to process credit and background check online. IPUSA agent will receive your completed credit and back ground report same day. If approved, you will be notified and will have 24-hours after notification to begin you move-in process and given the option of either coming into the office to sign the Lease Agreement and Addendums, pay the deposit, if approved pet deposit of \$300 and fees or have the paperwork sent to you via email and must sign the documents electronically (e-sign) and send monies due via ACH, wire transfer or overnight Certified Funds within 2 business day of approval. The start date of your lease shall be no later than 7 days from the date you were approved.

If more than one application has been received, Impressive Properties USA Inc has an obligation to inform Owner of all applications.

Applicant represents all information on the application to be true, accurate and understands that the Agent/Owner will rely upon said information when accepting or rejecting the application. Applicant understands that dales statements made on the application will result in denial.

Applications understands proof of renter's insurance including pet insurance, if applicable, must be in at time of lease signing.

Print Full Name

Signature

Date



STATEMENT OF RENTAL POLICY

1055 E. Colorado Blvd., 5th Fl Pasadena, CA 91106
626.788.9022 x3

- 1) We at Impressive Properties USA, Inc (IPUSA) are an equal opportunity housing provider. We fully comply with the Federal Housing Act and California State Law. We do not discriminate against any person because of age, race, color religion, sec handicap, familial status, national origin, ancestry, sexual orientation or gender identity.
- 2) **Occupancy guidelines.** To prevent overcrowding and undue stress on plumbing and other systems, we restrict the number of people who may reside in a property. In determination these restrictions, we adhere to all applicable fair-housing laws. We allot two (2) persons per bedroom, plus one (1) additional person per property. The only exception to this rule is the Agent/Owner has the right to choose to increase or decrease the number of occupants allowed and we, as Agents of the Owner are obligated to abide by the Owner's wishes.
- 3) **Applications Process.** We evaluate every application in the following manner. You must pay the non-refundable application fee. We will determine whether, from your responses to the application questions, submitted documents, your credit report, public records, civil and criminal records, employment and rental references if you meet our rental criteria. If you do not, we will reject your application. If you meet our criteria, we will approve your application generally takes one or two weeks. If we have more than one application each applicant will go through the same process to determine the best applicant.
- 4) **Property Preview:** Applicant(s) are required to physically inspect the premises, both interior and exterior prior to submitting application.
- 5) **Support Animal:** If any applicant requires the assistance of a support animal, it must be disclosed on the application and the tenant must supply documentation from medical doctor proving the animal is a certified support animal.
- 6) **Rental criteria. To qualify for a property, you must meet the following criteria:**
 - a) **Income.** Your monthly income must be at least two (2) times the monthly rent amount after tax deduction and credit obligation. If you are unemployed, you must provide proof of a source of income. Only documented income will be considered as valid.
 - b) **Rental History.** You must have satisfactory rental reference for the last 2 years at a minimum unless you were homeowner. We do not include rental history from family or if you were roommate but not on the lease. If you have ever been evicted, unlawful detainer filing or sued for any lease violation, Current felony conviction; convicted of a misdemeanor involving dishonesty or violent crime within

the past 7 years, we will reject your application with the possible exception of proving that you have paid your prior landlord in full will agent/owner approval.

- c) **Credit History.** Your credit history must show habitual credit abuse such as, but not limited to numerous collections and late payments. Unpaid Utility collection will be an automatic application rejection. **(Be sure to check your credit/score BEFORE submitting your application. (Suggested sites: Credit Karma, www.annualcreditreport.co, and others for free credit report and scores).**
- d) **Exception.** If you do not meet one or more of the above criteria you may be able to qualify for the property with prior Agent/Owner approval and based on one or both of the following conditions.
1. You can get a third party to guarantee your lease. The guarantee must pass the same application and screening process that you must pass, except that we will deduct the guarantor's own housing cost before applying his or her income to our income criteria.
 2. At Agent/Owner's option, you could be offered to lease the property subject to paying higher deposit. Advertised security deposits are offered to those who meet the standards indicated above. We, may request higher security deposits where the applicant is either new on the job, or has no credit history, or some bad credit. By law, the maximum-security deposit can equal to two month's rent for unfurnished property and three (3) time month's rent for furnished.
 3. Impressive Properties USA Inc. has fiduciary duty to the Owner and is acting as the Owner's agent. Applicants understand and acknowledge the (IPUSA) does not represent the interest of the applicant.
 4. Applicant understands that before signing the application, the right is there to seek legal advice regarding the content of the application, and absent conferring with counsel applicant acknowledges the he/she understands the content and legal affect of the foregoing terms of the application provided by (IPUSA).

Note: By Signing, I agree that I have read this form and have been given a copy of it. I understand that others may have looked at the property I looked at and that if other applications are submitted before mine, they will be given first consideration.

Printed Full Name

Signature

Date



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PLEASE READ CAREFULLY
APPLICANT AUTHORIZATION AND CONSENT
FOR RELEASE OF INFORMATION

This release and authorization acknowledges that Impressive Properties USA, Inc may now or at any time while I am renting, conduct a verification of my current and previous tenant history, current and employment, credit history, contact personal references and receive any criminal history information pertaining to me which may be in the files of any Federal, State, or local criminal justice agency and to verify any other information deemed necessary to fulfill the Tenant requirements. The results of this verification process will be used to determine tenant eligibility under Impressive Properties USA Inc's policies. In the event the information from the report is utilized in whole or in part in making an adverse action decision with regards to your application to rent, we will provide you with the information to obtain a copy of that report from the credit reporting agency.

I hereby authorize the credit reporting agency and any of its agents, to disclose orally and in writing the results of this verification process to the designated authorized representative of Impressive Properties USA Inc.

I have read and understand and release and consent and I authorize the background verification. I authorize persons, schools, current and former employers; current and former landlords; veterinarians and other organizations and agencies to provide all information that may be requested. I hereby release all of the persons and agencies providing such information from any and all claims and damages connected with their lease of requested information. I agree that any copy of this document is a valid as the original.

I do hereby agree to forever release and discharge Impressive Properties USA Inc., their agents and employees to the full extent permitted by law from any claims, damages, losses, liabilities, cost and expenses, or any other charge or complaint filed with any Agency arising from retrieving and reporting of information.



I have read and understand this authorization:

Printed Full Name

Signature

Date