



Charities Housing

CUPERTINO SENIOR HOME - RENTAL APPLICATION

PLEASE RETURN THIS APPLICATION TO:
1820 MAIN STREET, SANTA CLARA CA 95050



Equal Opportunity Housing
TTY/VCO/HCO 711 to Voice:
English 800.855.7100
Spanish 800.855.7200

IMPORTANT: Use blue or black ink only. Do NOT use white-out. Write N/A if information does not apply. Do not leave any blank information. Substantive missing information in the application may be grounds for rejection.

All household members must be 62+ years old at time of application. SRO (max 1 person)

First Name _____ Last Name _____

Phone numbers: Cell: (____) _____ Work: (____) _____ Home: (____) _____

Soc. Sec. / or ITIN Number ____/____/____ Date of Birth ____/____/____ Email: _____

Driver's License or Government-issued Identification Number: _____ Expires ____/____/____ State _____

RENTAL HISTORY - List 2 years of residential history below

State your current living situation: ____ Own my Home ____ Live with friend/family ____ Renting ____ Lacking nighttime Residence

Your Current Address	
Landlord/ Contact Name	
Landlord's Phone #	
From/To Dates	
Reason for Leaving	

Your Previous Address	
Landlord/Contact Name	
Landlord's Phone #	
From/To Dates	
Reason for Leaving	

____ Yes ____ No Are you expecting any future additions to your household. If yes, explain: _____

____ Yes ____ No Have you or any member of your household ever been evicted from rental housing? If Yes, describe: _____

TOTAL HOUSEHOLD INCOME

List all money earned or received by each member of your household below.

Family Member Name	Employment (Monthly Income)	Public Assistance (Monthly)	Child Support (Monthly)	SS/SSI/Pension (Monthly)	Unemployment (Weekly)	Other
	\$	\$	\$	\$	\$	\$

____ Yes ____ No Does anyone regularly give you cash or help you financially in any way? If yes, explain _____

____ Yes ____ No Does anyone regularly pay some of your bills such as utilities, rent, phone, electric/gas? If yes, explain _____

ASSET INFORMATION

Below list all assets for each household member. Assets such as Checking, Savings, CDs/Stocks/Bonds, Retirement Funds, Debit Card, Cash, Safety Deposit Box, 401K, Life Insurance, etc. Please provide information below.

Family Member Name	Bank Name	Account Type	Account Number	Value

____Yes ____No Do you or any household member own any real estate or mobile home? If yes, describe_____

____Yes ____No Have you sold or disposed of any assets in the last two years? If yes, describe_____

VEHICLES

Make/Model _____ Year _____ Color _____ Tag # _____ State _____

Vehicle Register to _____

ADDITIONAL CONTACT INFORMATION, in case management is unable to reach you

Person to Notify: _____ Phone (____) _____ Relationship _____

Address _____

Person to Notify: _____ Phone (____) _____ Relationship _____

Address _____

FOR MARKETING PURPOSES, please let us know how you heard of us:

____Newspaper Ad ____Drove by ____Resident Referral ____Word of Mouth ____Website Other:_____

Note: All household members must sign this application.

The property shall be occupied only by the person(s) named in this application. Applicant(s) represent(s) the above information to be true, correct, and complete and hereby authorize(s) verification of the information provided, including obtaining credit report(s), Unlawful Detainer report(s), and criminal background report(s) at a cost of \$ 30.00 to be paid by applicant(s). Applicant(s) understand(s) and agree(s) that the landlord may disqualify applicant and/or terminate any rental agreement entered for any misrepresentation made above. By signing below, you acknowledge that information on this application may be used for research purposes, but only for research that has been reviewed and approved by an Institutional Review Board, and provided that the results of the published research do not allow any individual to be identified.

Applicant's Full Name

Applicant's Signature

Date

Applicant's Full Name

Applicant's Signature

Date

Applications are recorded according to the date/time of receipt. Incomplete applications may be rejected.

Date/Time Application Received_____

Cupertino Senior Home Application Screening Criteria

The Cupertino Senior Home is an affordable shared housing residence for seniors over the age of 62. The home is located at 19935 Price Avenue, Cupertino, CA. The home features five (5) bedrooms designated for single occupancy, plus a spacious kitchen and living room area, laundry area, utility garage and private front/back yards.

To ensure that residents are selected fairly, their qualifications for tenancy will be determined by evaluating their demonstrated rental performance, current financial status, and the applicant's ability to meet the rules and regulations of the property.

This document outlines the criteria each applicant is expected to meet before moving to the compliance housing interview process. The information below is obtained via a credit and background check as well as landlord and other references.

APPLICATION SCREENING

Interested prospects will need to complete and submit a rental application. The application process will include: Credit Investigation, Unlawful Detainer Report, Landlord References, Criminal Background Investigation including sex offender, Employment, Asset or Income Verification, and Verification of Special Needs(s). Charities Housing reserves the right to change the credit and criminal reporting agencies at any time.

*Special Violence Against Women's Act of 2013 (VAWA): It reflects the statutory changes made by the 2013 reauthorization and emphasizes the importance of providing housing protection and rights to victims of domestic violence, sexual assault and stalking. The definition of VAWA includes violence committed by intimate partners of victims and provides that tenants cannot be denied assistance because the tenant or member of the tenant's household is or was a victim of abuse, as outlined in VAWA. Charities Housing shall comply with all provisions of VAWA and provide all protections set forth therein. In service of the VAWA requirements, this property has:

- Established an Emergency Transfer plan to provide emergency transfers when requested, under the plan.
- Where a victim of VAWA has requested a lease bifurcation, has established a reasonable time to establish eligibility or to find new housing when the household has to be divided as a result of a VAWA crime.
- VAWA protections are extended to applicants. Applicants cannot be denied housing because they are a victim of a VAWA crime.
- Applicants and in place tenants are to be notified of their rights under VAWA.

Application Fee: There is an application fee to cover the cost of the credit, unlawful detainer reports and criminal background check. The application fee entitles an applicant to a copy of their credit report.



Cupertino Senior Home Application Screening Criteria

Application fees are based on actual costs incurred by the site to run credit and background reports and is subject to change at any time. Please contact the rental office to inquire about the specific cost. The application fee will not be charged when an application is submitted. It will be charged at the time an applicant is called for a housing interview. The application fee may be waived for special needs units. For more information, contact the property manager.

Applications will be rated on a score system to qualify for housing. **Credit and Tenant performance** information received during the screening process will determine the applicant score. All applicants are expected have a passing score of at least 70 points out of 100 to be considered for housing. Applicants with no credit history will receive a maximum of 80 points to fairly outweigh positive and/or negative trades as would an applicant with established credit history.

A Credit Report: A credit report will be obtained to evaluate financial responsibility. Credit will be rated on a scoring point system. The following criteria will be rated:

- a. Collection accounts
- b. Delinquent accounts,
- c. Negative accounts
- d. Public records and bankruptcy filed within the last 3 years.
- e. Total negative Tax Liens over \$500 will be denied.

NOTE: Applicant utility accounts must be current to qualify for a rental unit – NO EXCEPTION

Exceptions may be made for extraordinary unpaid medical expenses, student loans and paid collections. Exceptions may only be approved by the Regional Manager.

Tenant Performance: An applicant's score may be impacted by negative tenant performance information provided to the credit reporting agency.

Rental History: The purpose of verifying landlord references is to determine if the applicant has demonstrated an ability to pay rent on time and to meet the requirements of tenancy. Two years of rental history will be verified with all applicable landlords. A negative landlord reference, by itself, is grounds for denial.

The landlord must have an “arm's length” relationship with the applicant. Household/Family members and/or personal friends are not an acceptable landlord reference. Two professional character reference may be used in lieu of rental history for applicants with no prior rental history.

Unlawful Detainer Report: An Unlawful Detainer Report (U.D.) will be processed through the U.D. Registry, Inc. Applicants will be disqualified if they have any evictions filing within the last 7 years.

Criminal Background Investigation: A criminal background investigation will be obtained on each applicant. Criminal background checks are run county by county and will be run for all counties in which



Cupertino Senior Home Application Screening Criteria

the applicant lived. Applicants will be disqualified for tenancy if they have been convicted of a felony within the last 7 years or a misdemeanor within the last 3 years. Background reports will include information on:

- Crimes against persons, including but not limited to: homicide, assault, kidnapping, sex crimes (forcible & non-forcible), child endangerment and spousal abuse.
- Crimes against property, including but not limited to: arson, bad checks, burglary/breaking and entering, forgery, embezzlement, extortion, fraud, robbery, larceny, vandalism/destruction of property and theft of motor vehicle.
- Crimes against society, including but not limited to: disorderly conduct, sale or procession of drugs/narcotics, sex crimes, trespass of real property, weapon possession, resisting arrest and terrorism.

Sex Offender: The State's Offender Registry will be checked. Applicants will be disqualified for tenancy if any household member is listed as a registered sex offender regardless of when the incident occurred.

Other Reasons for declining an applicant:

- Management reserves the right of disqualification to ensure agreeable and pleasant surroundings for all residents. An applicant can be disqualified if they display, or have displayed, blatant disrespect, disruptive, or anti-social behavior toward property, other residents, or management at any time during this process or in the past three years.
- An applicant must complete all the forms requested in a timely manner or be automatically passed over for the next applicant in chronological order. It is in the best interest of each applicant to furnish all required documentation at their earliest convenience. Time is of the essence.
- Policy on Non-Discrimination: With respect to the treatment of applicants, the Owner and Agent will not discriminate against any individual or family because of race, color, national origin, religion, creed, gender, sex, disability, sexual orientation, gender identity, marital status, source of income, HIV/AIDS or AIDS-related conditions (ARC), familial status, presence of children or other legally protected status in a household, or age, except to the extent legally permitted to operate the project as housing for older persons.

I have read and understand the information provided above.

Applicants must execute this form:

Name: _____ Signature: _____ Date: _____



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