

# Walnut Hills

## **WE WOULD LIKE TO WELCOME YOU TO APPLY FOR A NEW HOME QUALIFYING CRITERIA**

- Must make 3 times the rent (Gross) combination of all tenants moving into unit
- Co-signers-income must be 4 times the rent (Gross)
- Every person 18 years or older must fill out application
- Must have 2 current pay check stubs
- Offer letters- will be verified
- Must have a copy of current social security and drivers license (may use photo ID if no license)
- Bankruptcy, chapter 13, Evictions, - Must be 3 years old and 0 balance
- Collections and charge offs must have 0 balances
- Employment history-6months-or co-signer
- Rental References- 1 year history or co signer
- Credit History- If no credit history must have a co- signer
- Non Traditional Tenant (No record found)-Must show verification from social security office that the social security number is valid.
- Guidelines for two bedroom unit/2per room +1 additional know as the 2+1 rule
- Guidelines for one bedroom unit/2per room + 1 additional know as the 2+1 rule

You will need this information when turning in your application, along with the deposit in a Cashier's check or money order.

All applications and information becomes Property of Walnut Hills Apartments.

Fair housing & equal opportunity

**This is Acknowledgement that I have read the qualifying Criteria**

Signature \_\_\_\_\_

Rev 11/2013



## Deposit Information

Thank you for visiting our community. Once you've decided to make Walnut Hills your new home, please return your signed application with the following:

- \$500.00 deposit (1&2 bedroom) or \$800.00 deposit (2 bedroom with garage).
- Cashier's check or money order only. We will take a personal check for the deposit, but it must be replaced in 24-hours with a cashier's check or money order.
- \$15.00 processing fee per application (cashier's check or money order only).
- ***Please make sure that your application fee and your deposit are two separate money orders or cashier's checks.***
- A copy of your income verification (Pay stub or tax returns).
- Copy of you I.D. and social security card.

### **We need to receive all of the information listed above in order to take your deposit.**

If you have any questions, please do not hesitate to give us a call. Our rental office is open seven days a week. Office hours are 9:00 a.m. to 5:30 p.m. weekdays and 10:00 a.m. to 5:00 p.m. on Saturday and 12:00 p.m. to 5:00 p.m. on Sunday.

We hope to hear from you soon!

*Walnut Hills Apartments Management*

#### **Walnut Hills Apartments**

1137 Walpert Street Hayward, California 94541

Phone: 510-581-8484 Fax: 510-247-9074

#### **Corporate Office**

R. Zaballos & Sons

22320 Foothill Blvd. Suite #660 Hayward, California 94541

Phone (510) 581-5993 Fax (510) 581-0892

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## R. Zaballos & Sons. Inc Verifiable Income Requirements

- Monthly income should equal 3 times to the monthly rent.(Gross)
- Verifiable income will be required for unemployed applicants.  
(Verifiable income may mean, but not limited to; Bank Accounts, Alimony/Child support, Trust Accounts, Social Security, Unemployment, Welfare, Grants & Loans)  
You must show that you have 3 times the rent annual in the bank or any of these other forms of verification.
- Self employed applicants will be required to show proof of income through copies of the previous year's tax returns.
- If Monthly income does not equal 3 times the stated monthly rent, a qualified roommate or co-signer will be required.
- You will be denied if your source of income cannot be verified.

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