



P.O. Box 4066 Visalia CA 93278

PROPERTIES888@AOL.COM 559-739-8450

Reference Form

California Civil Code Section 1940.4 requires landlords to obtain written consent from the tenant before using their personal information, including references, for verification purposes.

- The Permission form is for Hayes Properties to obtain personal and financial information on applicants applying for a rental property.
- Please see the example for the Permission Form below.
- Using the blank Permission form, fill out the form with grey highlighted boxes.
- Please create an email and attach the signed form.
- Make sure you address this email to both your Property Owner/Manager as well as properties888@aol.com. This way we know we have your permission as well.
- If co-tenants that lived in the previous residence and are applying with you must also send permission to obtain information.

Example:

Dear Name of property owner or property management co.,

I (your name and the name of co-tenants) give Hayes Properties-City of Visalia business license #BL014721 permission to obtain personal and financial information about my tenancy with your company, Thank you.

Signature: (your name and the name of co-tenants)

Permission for Release of Applicant's Information

Dear _____,

I, _____ give Hayes Properties – City of Visalia business license # BL014721 permission to obtain personal and financial information about my tenancy, with your company. Thank you.

Signature: _____