

# TOWN HOUSE PLAZA

Thank you for choosing the Town House Plaza apartment community. To print this brochure and rental application, choose *Print* from the *File* menu. Choose *Shrink to fit* to ensure pages print entirely.

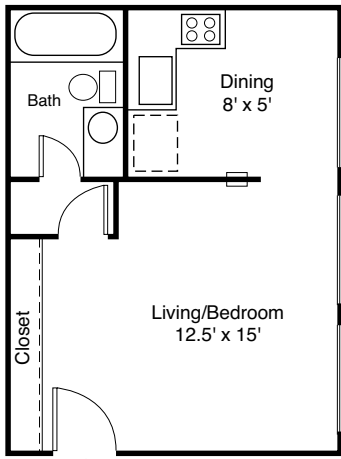
You can complete the rental application on-screen: simply fill in all of the blanks (press *Tab* to move between fields). When you're done, click the *Print* button. Mail the completed form and a check for *\$40 per applicant* to: Town House Plaza, 2511 Grove Way, Castro Valley, CA 94546, or fax (510) 581-2077.

To navigate this PDF, either click a thumbnail on the left, or a link below.

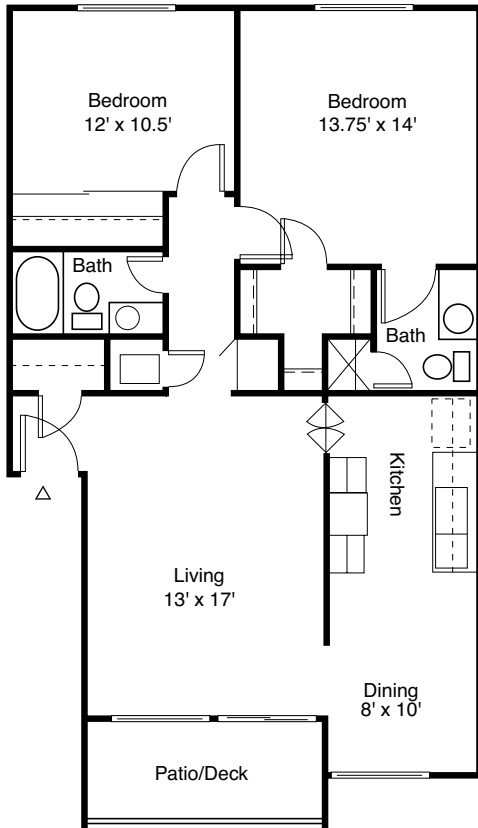
[Brochure Page 1, Page 2](#)

[Rental Application](#)

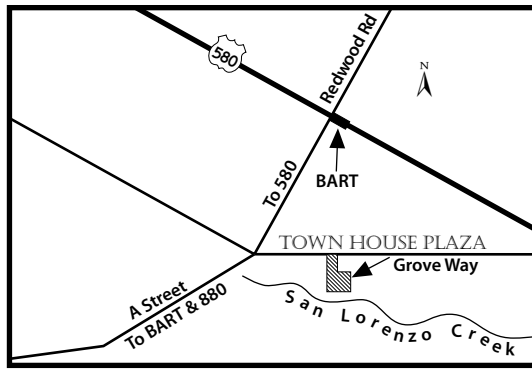
[Qualifications](#)



Plan A • Studio • One Bath  
Approx. 315 Square Feet



Plan B • Two Bedroom • Two Baths  
Approx. 1050 Square Feet



**Directions from Highway 880 North or South:**

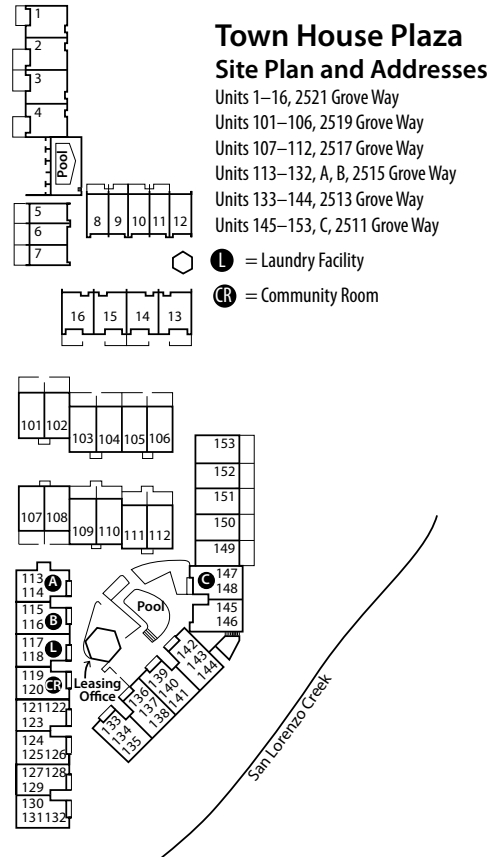
Exit 880 at "A" Street. Proceed East on "A" Street to Grove Way. Turn right on Grove Way. Town House Plaza is on the right.

**Directions from Highway 580 East:**

Exit 580 at Redwood Road and turn right. Proceed on Redwood Road until Grove Way and turn left. Town House Plaza is on the right.

**Directions from Highway 580 West:**

Exit 580 at Castro Valley Blvd. and turn left. Proceed on Castro Valley Blvd. to Crow Canyon Road and turn left. Crow Canyon becomes Grove Way. Town House Plaza is on the left.



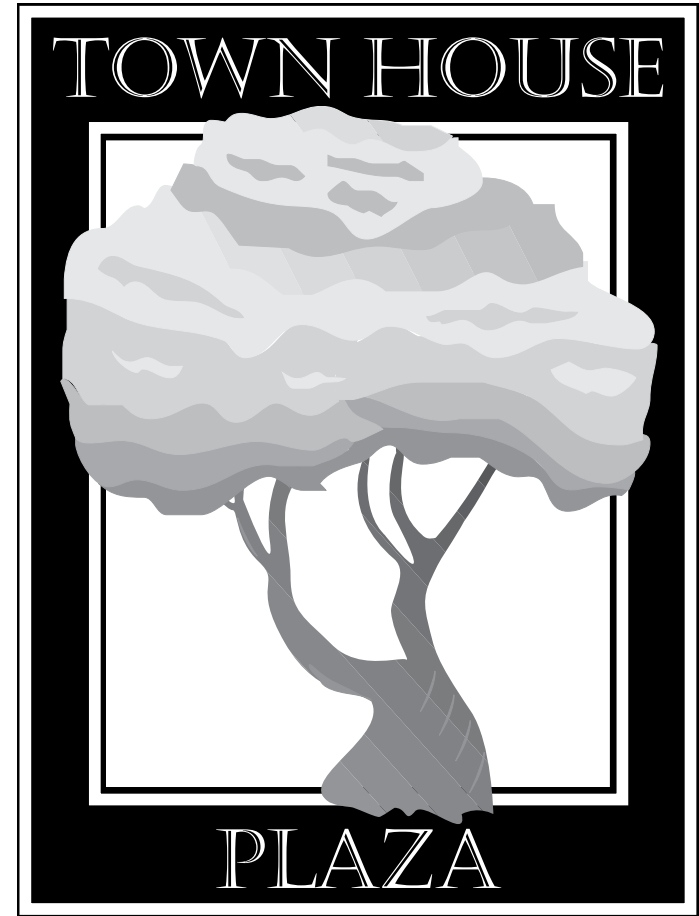
**Town House Plaza  
Site Plan and Addresses**

- Units 1–16, 2521 Grove Way
- Units 101–106, 2519 Grove Way
- Units 107–112, 2517 Grove Way
- Units 113–132, A, B, 2515 Grove Way
- Units 133–144, 2513 Grove Way
- Units 145–153, C, 2511 Grove Way

- L** = Laundry Facility
- CR** = Community Room



2511 GROVE WAY  
CASTRO VALLEY, CA 94546



APARTMENT HOMES

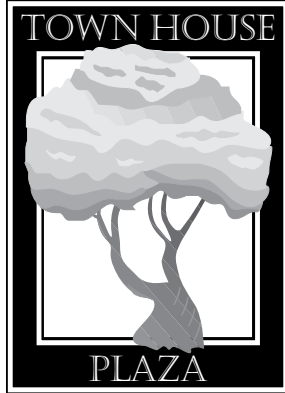
(510) 581-1928

2511 GROVE WAY  
CASTRO VALLEY, CA 94546

[www.townhouseplaza.com](http://www.townhouseplaza.com)

Professionally Managed by S-101 Management Co., Inc.

Town House Plaza Apartments welcomes you to the comfort of our garden apartment homes. A creekside community tucked away in a quiet Castro Valley neighborhood, Town House Plaza is conveniently located near the 580 and 880 freeways and within easy walking distance of the Castro Valley BART station.



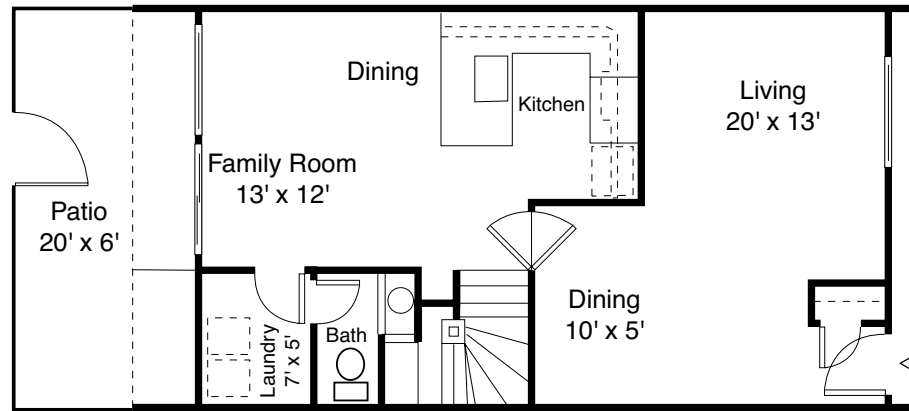
## OUR FEATURES

- ❖ Spacious Studios and 2 bedroom apartment homes
- ❖ Large 2 & 3 bedroom town homes
- ❖ Washer dryer hookups\*
- ❖ Frost-free refrigerators
- ❖ Dishwashers
- ❖ Mini & vertical blinds
- ❖ Vaulted Ceilings\*
- ❖ Large patio or balcony\*
- ❖ Beautiful creek views\*

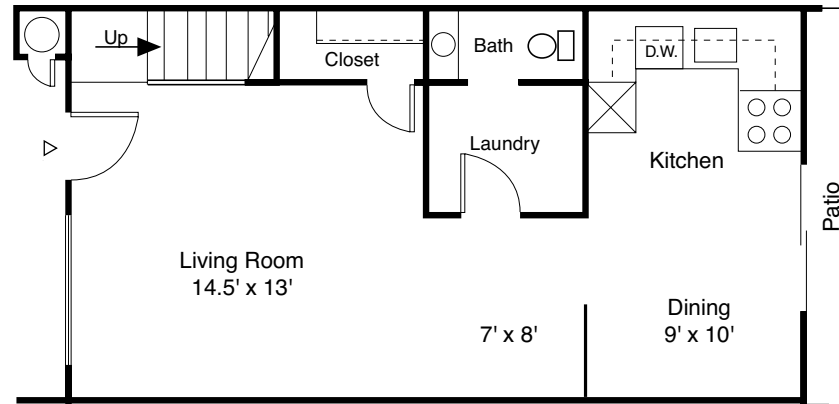
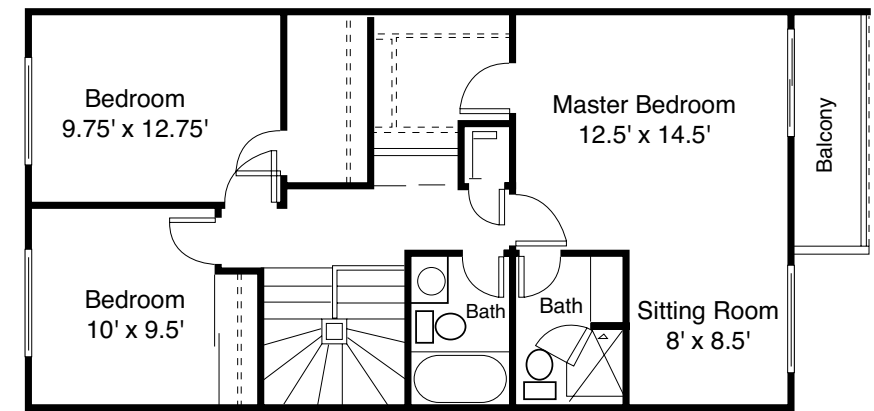
## OUR AMENITIES

- ❖ Two refreshing swimming pools
- ❖ Private garages or covered parking\*
- ❖ Community laundry facility
- ❖ Fitness facility

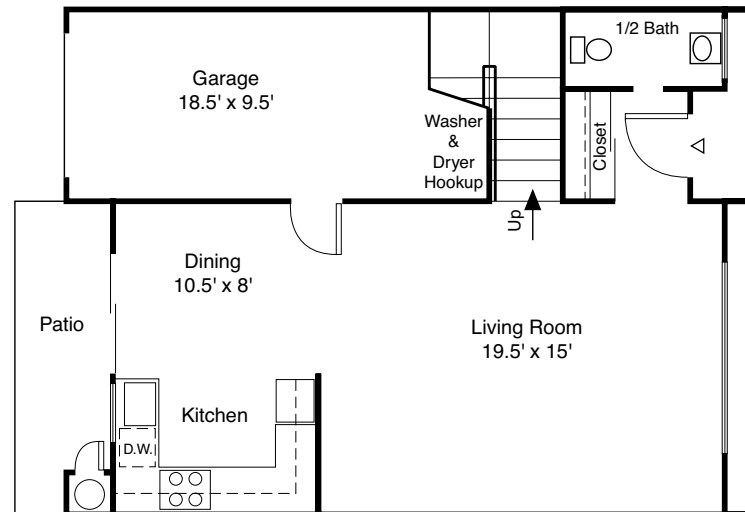
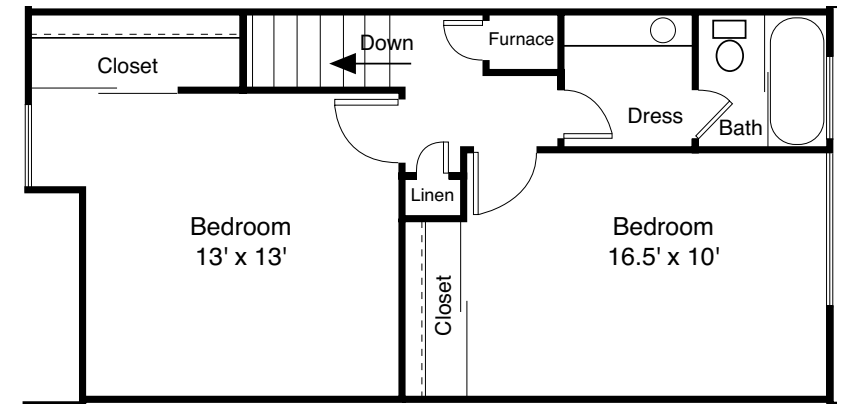
\*Available in selected floorplans



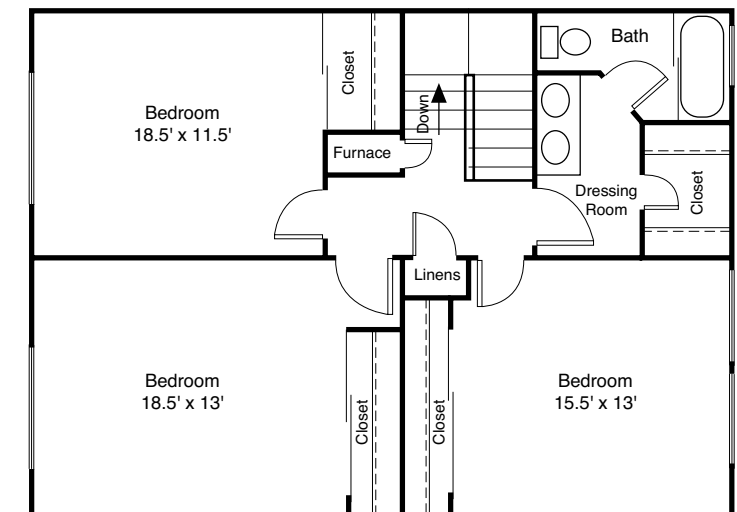
Plan C • Three Bedroom Townhouse • Two and One Half Baths • Approx. 1536 Square Feet



Plan D • Two Bedroom Townhouse • One and One Half Baths • Approx. 1050 Square Feet



Plan E • Three Bedroom Townhouse • One and One Half Baths • Approx. 1565 Square Feet plus Garage



# RENTAL APPLICATION AND DEPOSIT RECEIPT • Please fill out this rental application carefully and fully.

Please attach a Money Order or Cashier's check for **\$40 per applicant** payable to Town House Plaza apartments for processing application.

**TOWN HOUSE PLAZA APARTMENTS**

APT. TYPE \_\_\_\_\_ APT. NO. \_\_\_\_\_

## APPLICANT INFORMATION

APPLICANT LAST NAME		FIRST NAME	M.I. <input type="checkbox"/>	BIRTHDATE <input type="checkbox"/>	SOCIAL SECURITY # <input type="checkbox"/>
DRIVER'S LICENSE NUMBER & STATE <input type="checkbox"/>		EMAIL ADDRESS			PHONE NUMBER <input type="checkbox"/>
LIST ALL PERSONS TO RESIDE IN APARTMENT	# OF OCCUPANTS _____	NAMES & DATES OF BIRTH <input type="checkbox"/>			
MARRIED UNMARRIED SEPARATED	SPOUSE'S NAME <input type="checkbox"/>	DO YOU HAVE A PET YES NO <input type="checkbox"/>		SIZE & TYPE OF PET	
DO YOU HAVE LIQUID-FILLED FURNITURE <input type="checkbox"/>	HAVE YOU EVER BEEN EVICTED <input type="checkbox"/>	HAVE YOU EVER DECLARED BANKRUPTCY <input type="checkbox"/>	DO YOU HAVE CREDIT <input type="checkbox"/>	DO/DID YOU HAVE BED BUGS IN YOUR CURRENT RESIDENCE YES NO <input type="checkbox"/>	
YES NO	YES NO	YES NO	YES NO	APPROX. MONTHLY PAYMENTS \$ _____	IF YES, WHEN _____
HOW DID YOU HEAR OF OUR COMMUNITY? (PLEASE CHECK ONE)	APARTMENTS.COM	SIGNAGE	RESIDENT REFERRAL (NAME OF RESIDENT) _____ <input type="checkbox"/>		
	RENTNET	YELLOW PAGES	CRAIGSLIST		
	NEWSPAPER	OTHER _____			
IN CASE OF EMERGENCY PLEASE NOTIFY:	NAME	RELATIONSHIP	PHONE NUMBER <input type="checkbox"/>		
ADDRESS OF EMERGENCY CONTACT		CITY	STATE	ZIP	
PRESENT ADDRESS		CITY	STATE	ZIP <input type="checkbox"/>	
MOVE IN DATE	MOVE OUT DATE	OWNER/MANAGER NAME	OWNER/MANAGER PHONE NUMBER		
PREVIOUS ADDRESS		CITY	STATE	ZIP <input type="checkbox"/>	
MOVE IN DATE	MOVE OUT DATE	OWNER/MANAGER NAME	OWNER/MANAGER PHONE NUMBER		
NEXT PREVIOUS ADDRESS		CITY	STATE	ZIP <input type="checkbox"/>	
MOVE IN DATE	MOVE OUT DATE	OWNER/MANAGER NAME	OWNER/MANAGER PHONE NUMBER		

## EMPLOYMENT

PRESENT EMPLOYER <input type="checkbox"/>		POSITION	HOW LONG? <input type="checkbox"/>
GROSS MONTHLY SALARY <input type="checkbox"/>	WORK PHONE	SUPERVISOR'S NAME	
\$ _____ PER			
ADDITIONAL EMPLOYER <input type="checkbox"/>		POSITION	HOW LONG? <input type="checkbox"/>
GROSS MONTHLY SALARY <input type="checkbox"/>	WORK PHONE	SUPERVISOR'S NAME	
\$ _____ PER			
ADDITIONAL INCOME—DESCRIBE SOURCE AND HOW TO VERIFY <input type="checkbox"/>			
		\$ _____ PER	
PREVIOUS EMPLOYER <input type="checkbox"/>	POSITION	HOW LONG? <input type="checkbox"/>	GROSS MONTHLY SALARY <input type="checkbox"/>
			\$ _____ PER

VEHICLES				
NUMBER OF VEHICLES TO BE <input type="checkbox"/>	DO YOU OWN ANY R.V.'S, MOTORCYCLES, ETC. IF SO, SPECIFY:			
PARKED ON PROPERTY _____				
VEHICLE—TYPE/COLOR <input type="checkbox"/>	YEAR <input type="checkbox"/>	LICENSE NUMBER <input type="checkbox"/>	LOAN HOLDER	MO. PAYMENT
				\$ _____
VEHICLE—TYPE/COLOR <input type="checkbox"/>	YEAR <input type="checkbox"/>	LICENSE NUMBER <input type="checkbox"/>	LOAN HOLDER	MO. PAYMENT
				\$ _____

\$ _____
RENT
_____
PET RENT
_____
SECURITY DEPOSIT
_____
PET DEPOSIT
_____
APPLICATION FEE
_____
TOTAL CHARGES
_____
LESS DEPOSIT & APPLICATION FEE
_____
\$ _____
TOTAL DUE ON MOVE IN

Management received a payment of \$ \_\_\_\_\_, which is to be used to screen Applicant with regards to credit history and other background information. The amount charged is itemized as follows:

- |   |          |
|---|----------|
| 1. Actual Cost of credit report, unlawful detainer (eviction) search, and/or other screening reports      | \$ _____ |
| 2. Cost to obtain, process and verify screening information (may include staff time and other soft costs) | \$ _____ |
| 3. Total fee charged (may not exceed \$40 per applicant)  | \$ _____ |

**CALIFORNIA APARTMENT ASSOCIATION CODE FOR EQUAL HOUSING OPPORTUNITY**

The California Apartment Association supports the spirit and intent of all local, state and federal fair housing laws for all residents without regard to color, race, religion, sex, marital status, mental or physical disability, age, familial status, sexual orientation, or national origin.

The California Apartment Association reaffirms its belief that equal opportunity can best be accomplished through effective leadership, education, and the mutual cooperation of owners, managers, and the public.

Therefore, as members of the California Apartment Association, we agree to abide by the following provisions of this Code for Equal Housing Opportunity:

- We agree that in the rental, lease, sale, purchase, or exchange of real property, owners and their employees have the responsibility to offer housing accommodations to all persons on an equal basis.
- We agree to set and implement fair and reasonable rental housing rules and guidelines and will provide equal and consistent services throughout our residents' tenancy.
- We agree that we have no right or responsibility to volunteer information regarding the racial, creed, or ethnic composition of any neighborhood, and we do not engage in any behavior or action that would result in "steering."
- We agree not to print, display, or circulate any statement or advertisement that indicates any preference, limitations, or discrimination in the rental or sale of housing.

In consideration of the sum of \$ \_\_\_\_\_ ("Holding Deposit"), Management agrees to reserve \_\_\_\_\_ (the "Unit") for Applicant until \_\_\_\_\_. If Applicant rents the Unit, Management will apply the Holding Deposit toward the security deposit first, and if the security deposit is less than the Holding Deposit Management will apply the remaining balance of the Holding Deposit toward the first month's rent. If Applicant cancels this reservation within 48 hours from the date of this application, the Holding Deposit shall be refunded. Should Applicant fail to rent the Unit and the 48 hour period has expired, the Holding Deposit shall be retained by Management in consideration for removing the Unit from the market for said period. If this application is not accepted by Management within seven (7) days from the date of this application, the Holding Deposit shall be refunded. In the event the Unit is not ready for occupancy by said date, Management shall refund the Holding Deposit to Applicant or Applicant shall have the option of extending the reservation until such time as the Unit is available for occupancy. Applicant agrees that Management shall not be liable for any delay in the date the Unit is ready for occupancy. Falsification or unverifiable information will be grounds for denial of said rental application. Applicant represents that all the above statements are true and correct and hereby authorizes verification of the above items including, but not limited to, the obtaining of a credit report and agrees to furnish additional information on request.

**FIRST MONTH RENT AND SECURITY DEPOSIT MUST BE PAID BY CASHIERS CHECK OR MONEY ORDER PRIOR TO MOVE-IN.**

MOVE-IN DATE \_\_\_\_\_

S-101 MANAGEMENT COMPANY - AGENT FOR OWNER

APPLICANT

By \_\_\_\_\_  
AGENT SIGNATURE DATE/TIME

By \_\_\_\_\_  
APPLICANT SIGNATURE DATE



For Office Use Only:

Approved by: \_\_\_\_\_ Conditionally Accepted \_\_\_\_\_ Guarantor Required \_\_\_\_\_ Final Deposit \$ \_\_\_\_\_ Denied by: \_\_\_\_\_ Denial letter sent: \_\_\_\_\_



## Welcome to Town House Plaza Apartments

We are pleased that you are considering Town House Plaza Apartments as your next home. Please take a moment to review the following information and let us know if you have any questions.

### Qualifications for Residency

- Each person over the age of 18 must complete an application and provide valid identification.
- Credit for each applicant must be in good standing with all creditors in a current condition, and no outstanding past dues.
- Any currently open bankruptcy proceeding, or any bankruptcy proceeding filed within the last two years, of any of the household members will be considered a disqualifying condition.
- Prior rental history must be verified and a satisfactory reference must be obtained.
- Applicants must gross no less than THREE times the total monthly rent and *all sources of income must be legal and verifiable*.
- We do not participate in the Section 8 program.

### Application Process

- All applications, residency verification and employment verification must be completed *in full*, with all necessary information and signatures.
- Although a social security number is not required for purposes of processing your application, documentation sufficient to establish identity will be required. Acceptable documents for the purpose of establishing identity include, but are not limited to Passport, Driver's License or Government issued photo identification card, and Foreign government issued driver's license or ID.
- For security purposes, presentation of photo identification is required before viewing an apartment. After the rental application has been processed and approved for tenancy, a copy of a photo identification for all occupants in the unit will be required to be kept in the tenant's file for security and identification purposes, such as to verify identity in the event of a lockout.
- Applicants that are self-employed must provide tax return information from the previous year AND three most recent bank statements showing proof of ability to pay rent for the term of the lease.
- A **\$600 Holding Fee** must accompany applications before processing can begin.
- A **\$40 Application Fee** must also accompany EACH application before processing can begin.
- *All above monies (Application and Holding Fees), including all move-in monies, must be paid by Cashiers Check or Money Order.*

### Security Deposits

- The Security Deposit is based on credit history, income and length of time at current employment. Questionable credit report, less than six months at current place of employment or the addition of a co-signer will result in an automatic increase in security deposit.
- **Pet Deposit:** The security deposit will be increased by \$400 with an approved pet agreement. *See Pet Agreement for pet policy and pet restrictions.*

### Other Information

- Any co-signers will also be required to complete an application and submit the application processing fee of \$40. A co-signer must have unblemished credit.
- When more than one application has been handed out on any one apartment, a "hold" will be assigned to the first applicant to return all COMPLETED paperwork and all required processing fees.

Town House Plaza Management supports the Fair Housing Act as amended, prohibiting discrimination in housing based on race, creed, color, religion, sex, national origin, handicap, or familial status. The aforementioned qualification standards will be applied to all applicants. Once again, thank you for considering Town House Plaza Apartments as your new home.

We look forward to having you join our community.  
Town House Plaza Apartments Management

