

RIVER CITY & RENTALS NW

APPLICANT SCREENING POLICIES

ALL APPLICANTS 18 AND OLDER NEED TO APPLY
\$50 APPLICATION FEE PER ADULT

APPLICATION PROCESS:

- We offer application forms to everyone who inquires about a rental.
- We review completed applications in the order in which we received them.
- We may require up to two business days to verify information on an application.
- If we are unable to verify information on an application, the application may be denied.

COMPLETE APPLICATION:

- We will not review incomplete applications.
- We will accept the first qualified applicant(s).

IDENTIFICATION:

- Applicant must show one piece of photo identification:

PRIOR RENTAL HISTORY:

- Rental history of 1 year must be verifiable from an unbiased/unrelated source.
- Applicants must provide us with the information necessary to contact past landlords.
- We reserve the right to deny an application if, after making a good faith effort, we are unable to verify prior rental history.
- Exceptions may be made for applicants with a qualified co-signer or an increased deposit

SUFFICIENT INCOME/RESOURCES:

- Gross household income shall be at least 3 times the rent (excluding utilities).
- Income/resources must be verifiable through pay stubs, employer contact, current tax records and/or bank statements.
- Verifiable employment of 1 year.


CREDIT/CRIMINAL/PUBLIC RECORDS CHECK:

- A credit check and/or criminal/public records check will be performed.
- Negative reports may result in denial of application.
- Any individual who is a current illegal substance abuser or has been convicted of the illegal manufacture or distribution of a controlled substance may be denied tenancy.

ALL APPROVED TENANTS ARE REQUIRED TO CARRY RENTERS INSURANCE WITH THE OWNER LISTED AS AN ADDITIONAL INTEREST

RENTAL APPLICATION to be completed by each ADULT APPLICANT

12/18

 Verified Driver's License or State I.D. <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Co-Signer <input type="checkbox"/> W/ Current Tenant						
Application Received: _____ <input type="checkbox"/> FULL REPORT <input type="checkbox"/> CREDIT/CRIMINAL /EVCTION <input type="checkbox"/> CRIMINAL ONLY						
MANAGEMENT COMPANY		COMMUNITY NAME		CONTACT		
MOVE-IN DATE	UNIT #	MONTHLY RENT \$	LEASE TYPE DESIRED	TELEPHONE		
APPLICANT INFORMATION						
LAST NAME		FIRST	MIDDLE	DOB	SOCIAL SECURITY #	APPLICANT TELEPHONE
ROOMMATES?			APPLICANT EMAIL			
CURRENT ADDRESS (check box) <input type="checkbox"/> Landlord/3rd Party <input type="checkbox"/> Property Owner <input type="checkbox"/> Relative <input type="checkbox"/> Friend						
STREET ADDRESS		APT #	CITY	STATE	ZIP	
HAVE YOU GIVEN LEGAL NOTICE TO VACATE? YES <input type="checkbox"/> NO <input type="checkbox"/>		RENT <input type="checkbox"/> OWN <input type="checkbox"/>	MOVE-IN DATE: MOVE-OUT DATE:	MONTHLY RENT \$	LANDLORD TELEPHONE	
LANDLORD/MTG. COMPANY		CITY	STATE	ZIP	LANDLORD EMAIL	LANDLORD FAX
REASON FOR VACATING:		LIST ALL ROOMMATES:				
PREVIOUS ADDRESS (check box) <input type="checkbox"/> Landlord/3rd Party <input type="checkbox"/> Property Owner <input type="checkbox"/> Relative <input type="checkbox"/> Friend						
STREET ADDRESS		APT #	CITY	STATE	ZIP	
DID YOU GIVE LEGAL NOTICE TO VACATE? YES <input type="checkbox"/> NO <input type="checkbox"/>		RENT <input type="checkbox"/> OWN <input type="checkbox"/>	MOVE-IN DATE: MOVE-OUT DATE:	MONTHLY RENT \$	LANDLORD TELEPHONE	
LANDLORD/MTG. COMPANY		CITY	STATE	ZIP	LANDLORD EMAIL	LANDLORD FAX
REASON FOR VACATING:		LIST ALL ROOMMATES:				
EMPLOYMENT / INCOME						
CURRENT EMPLOYER		POSITION	TELEPHONE	SUPERVISOR'S NAME	MONTHLY WAGE	DATE OF HIRE
PREVIOUS EMPLOYER		POSITION	TELEPHONE	SUPERVISOR'S NAME	MONTHLY WAGE	FROM: TO:
ADDITIONAL SOURCES OF MONTHLY INCOME (List all income to be included for qualification): \$ _____ / Month				SOURCE:	TELEPHONE	
RELATIVE/DEATH CONTACT NAME		ADDRESS AND TELEPHONE				

ADDITIONAL INFORMATION

LIST ALL VEHICLES TO BE PARKED ON SITE						OTHER OCCUPANTS		
MAKE	MODEL	YEAR	COLOR	LICENSE#	STATE	OCCUPANT NAME		D.O.B.
HAVE YOU ESTABLISHED RETAIL CREDIT? YES <input type="checkbox"/> NO <input type="checkbox"/>						TYPE AND SIZE OF PETS:		
WILL YOU BE MOVING IN ANY OF THE FOLLOWING ITEMS? WATERBED <input type="checkbox"/> AQUARIUM <input type="checkbox"/> MUSICAL INSTRUMENT <input type="checkbox"/>						DO YOU HAVE RENTERS INSURANCE? YES <input type="checkbox"/> NO <input type="checkbox"/> Carrier: _____ Policy #: _____		

HAVE YOU EVER BEEN EVICTED or CURRENT PENDING EVICTION? YES NO IF YES, PROVIDE DATE(S) AND LOCATION(S):

HAVE YOU OR ANY PERSON WHO WILL OCCUPY THE UNIT EVER BEEN CONVICTED, PLEAD GUILTY, NO-CONTEST OR HAVE CURRENT PENDING CHARGES TO ANY FELONY OF MISDEMEANOR? YES NO DESCRIBE OFFENSE: _____ DATE OF OFFENSE: _____

ARE YOU OR ANY PERSON WHO WILL OCCUPY THE UNIT A REGISTERED SEX OFFENDER? YES NO IF YES, DATE AND LOCATION OF REGISTRATION: _____

THE FOLLOWING INFORMATION IS SUBJECT TO CHANGE PRIOR TO EXECUTION OF THE RENTAL AGREEMENT

RENT	DEPOSITS	FEES
THE FOLLOWING ARE MAXIMUM AMOUNTS. THE ACTUAL AMOUNT CHARGED WILL DEPEND ON UNIT SIZE, SCREENING RESULTS, AND OTHER FACTOS. UNIT RENT \$ _____ _____ \$ _____ _____ \$ _____ _____ \$ _____ _____ \$ _____	SECURITY DEPOSIT MINIMUM \$ _____ SECURITY DEPOSIT MAXIMUM \$ _____ (DEPENDS ON SCREENING RESULTS AND UNIT SIZE) OTHER _____ \$ _____ OTHER _____ \$ _____ OTHER _____ \$ _____ OTHER _____ \$ _____ OTHER _____ \$ _____	LATE RENT PAYMENT FEE \$ _____ LEASE BREAK FEE \$ _____ (NOT TO EXCEED 1.5 X RENT) N.F.S. CHECK FEE + BANK CHARGES \$ _____ UNAUTHORIZED PET FEE \$ _____ SMOKE ALARM / CARBON MONOXIDE ALARM TAMPERING FEE \$ _____ NON-COMPLIANCE FEE* 1. LATE PAYMENT OF UTILITY 2. FAILURE TO CLEAN PET WASTE 3. FAILURE TO CLEAN GARBAGE/RUBBISH 4. PARKING VIOLATIONS OR IMPROPER USE OF VEHICLES * NOT TO EXCEED ___ PER NON-COMPLIANCE
	APPLICANT SCREENING CHARGE \$ _____	

How did you hear about this community? _____

GOOD FAITH ESTIMATE

Approximate number of units currently available, or which will in the foreseeable future be available, of the size and in the area requested by applicant: _____ unit(s).
 Approximate number of applications previously accepted and currently under consideration for those units: _____ application(s).
 If the blanks above are not filled in, then there is at least one unit available and there are no applications ahead of yours currently under consideration.

I certify that the above information is correct and complete and hereby authorize you to do a credit check and make any inquiries you feel necessary to evaluate my tenancy and credit standing. I understand that giving incomplete or false information is grounds for rejection of this application. If any information supplied on this application is later found to be false, this is grounds for termination of tenancy. Owner/Agent has charged a screening charge as set forth above. Applicant screening entails the checking of the applicant's credit, rental history, employment history, public records and other criteria for residency. The applicant has the right to dispute the accuracy of any information provided to the owner/agent by the screening service or credit reporting agency. Applicant's copy of this signed application shall be the receipt for the screening charge. The screening service is PACIFIC SCREENING, Inc. If the applicant is approved, applicants will have 48 hours from the time of notification to either execute a rental agreement and make all deposits required thereunder or make a deposit to execute a rental agreement which will provide for the forfeiture of the deposit if applicants fail to execute the rental agreement. If applicants fail to timely take the steps required above, they will be deemed to have refused the unit and the next application for the unit will be processed. Owner / Agent shall have no liability to applicant until such time as a rental agreement is signed by both parties. Applicant acknowledges receipt of a copy of the Criteria for Residency. The information contained in this application is true and complete.

Signed _____ (Applicant) Dated _____