

**OWNER / AGENT CONTACT INFORMATION:**

Name: \_\_\_\_\_ Member #: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Date: \_\_\_\_\_

Email: \_\_\_\_\_

 Screening Package:  Basic Package  Premium Package  Background Screening Package  Other \_\_\_\_\_

**APPLICANT INFORMATION**

Applicant's Last Name	First Name	Middle	Phone #

Current Address	City	State	Zip

Social Security #	Date of Birth	Driver's License / State Issued	Email

 MANAGERS CHECKLIST: Visual Proof Of:  Driver's License  State ID  SS Card  Other \_\_\_\_\_

**OCCUPANCY INFORMATION**

List all people with their date of birth that plan to reside with the above applicants. Anyone listed 18 or older must complete a rental application, pay a screening fee and sign all documents:

1. \_\_\_\_\_ 3. \_\_\_\_\_

2. \_\_\_\_\_ 4. \_\_\_\_\_

 Are you, or any other occupant, a smoker?  Yes  No

 Do you have renter's insurance?  Yes  No If yes, proof of insurance is required.

 Do you have a waterbed or aquarium over 20 gallons?  Yes  No

 Pet(s)?  Yes  No If yes, how many? \_\_\_\_\_ Type(s) \_\_\_\_\_

Breed(s) \_\_\_\_\_ Weight(s) \_\_\_\_\_

**PERSONAL BACKGROUND HISTORY**

 In the past 7 years, have you or any occupant been convicted of, or do you have any charges pending, for a criminal offense?  Yes  No

Explain: \_\_\_\_\_

 Are you or any occupant required to register as a sex offender?  Yes  No

**FINANCIAL INFORMATION**

Name of Financial Institution & Phone #	Type of Account	Account # (optional)

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 Current monthly expenses for financial obligations:  Car \_\_\_\_\_  Loan \_\_\_\_\_

 Credit \_\_\_\_\_  Other \_\_\_\_\_

 Have you ever filed for bankruptcy?  Yes  No

**PREVIOUS RESIDENCE HISTORY**

Current Address	City	State	Zip	Landlord's Name / Phone #	Dates of Occupancy	Rent Amount \$

Previous Address	City	State	Zip	Landlord's Name / Phone #	Dates of Occupancy	Rent Amount \$

Previous Address	City	State	Zip	Landlord's Name / Phone #	Dates of Occupancy	Rent Amount \$

**PREVIOUS RESIDENCE HISTORY – CONT.**

For what date are you seeking occupancy? \_\_\_\_\_

 Have you given notice of termination of tenancy to your current landlord?  Yes  No

 Have you ever been served an unlawful detainer or been evicted?  Yes  No

If yes, include month / yr &amp; address: \_\_\_\_\_

 Have you ever received a notice to pay rent or vacate and/or another unlawful detainer notice from a landlord?  Yes  No

If yes, describe circumstances: \_\_\_\_\_

**INCOME HISTORY**

Applicant's Current Employer	Position	Monthly Income	Start Date	Supervisor / H.R. Name & Phone
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Previous Employer	Position	Dates Employed	Supervisor / H.R. Name & Phone
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Other Sources of Verifiable Income	Monthly Income	Other Sources of Verifiable Income	Monthly Income
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**VEHICLE REGISTRATION**

Written permission separate from this application must be obtained to park on premises.

Vehicle Make	Model	Year	Color	Plate # / State
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Vehicle Make	Model	Year	Color	Plate # / State
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Description of any other vehicles (boat, trailer, RV, motorcycle, etc.) you would like to keep on the property.

Vehicle Make	Model	Year	Color	Plate # / State
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**EMERGENCY / PERSONAL CONTACTS**

Name	Relationship	Phone #
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Name	Relationship	Phone #
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**ACKNOWLEDGMENT**

In compliance with the Fair Credit Act and RCW 59.18.257 (2), this is to inform you that a credit investigation involving the statements made on this application for tenancy will be initiated. Any false, fraudulent or misleading information provided on the application may be grounds for denial of tenancy and/or forfeiture of rental or lease agreement. An incomplete application causes delay in processing and may result in denial of tenancy. If you are declined due to the consumer report, you may obtain a free copy of your credit report from the bureau it was obtained from within 60 days of denial. You also have the right to dispute the accuracy of the report and/or add a consumer statement to the report. This is NOT an agreement to rent and all applications must be approved.

A non-refundable processing fee of \_\_\_\_\_ is required per applicant for tenant screening fees.

I certify to the best of my knowledge all statements are true. I authorize the owner/agent for initial tenancy and again upon any future lease modifications or renewals to verify the information provided on the application including, but not limited to, obtaining credit reports, character reports, civil and/or criminal records, verifying source of income and rental history. I understand that false, fraudulent or misleading information may be grounds for denial of tenancy and/or forfeiture of my rental or lease agreement.

\_\_\_\_\_ By initialing, I acknowledge having been notified in writing, or by posting, of what types of information will be accessed to conduct the tenant screening and what criteria may result in denial of the application, as required by RCW 59.18.257.

Applicant Signature	Print Name	Date
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Agent / Owner Signature	Title	Date
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