

Resident Acceptance Policy

Landlord does business in accordance with the Fair Housing Act. We provide equal housing and service for all people regardless of race, color, religion, sex, national origin, handicap or familial status, or any other protected class as defined by state and local jurisdiction.

All occupants over the age of 18 must qualify. All non-dependent leaseholders or non-dependent occupants of legal age must fill out an application and are considered to be applicants. Each applicant must complete an application in its entirety and all information provided must be true, accurate and complete, as well as verifiable. Qualification is determined using an analysis scoring model, including credit history, income and employment verification, criminal background history and rental history conducted by a third party. Each applicant's information and history will be individually evaluated.

Occupancy Guidelines: The maximum occupancy standards are listed below. Multifamily arrangements are not allowed.

Studio: 2 One Bedroom: 2 Two Bedroom: 3 Three Bedroom: 4 Four Bedroom: 5

Qualification Guidelines: Each person over the age of 18 must fill out an application and is considered to be an applicant. Each applicant must complete an application in its entirety and all information provided must be true, accurate and complete, as well as verifiable. Income plus verified credit history will be entered into a credit scoring system, which determines both rental eligibility and security deposit level. Criminal history will be verified and must meet the standards outlined below in order to be eligible to rent. Each applicant's credit and criminal status will be individually evaluated. Rental history for the past 24 consecutive months will be evaluated based on the outcome of the credit analysis.

Credit Worthiness: A credit report will be secured for all applicants to verify account credit ratings. The results will be entered into the credit scoring model, which determines applicant eligibility to rent and security deposit level. Unfavorable accounts which will negatively influence this score include, but are not limited to: collection, charge off, repossession and current delinquency.

Income/Employment: Gross annual income for all leaseholders is combined and entered into the credit scoring model. Additional sources of income may be considered. The combined minimum income requirement is equal to three and one half times the monthly rent amount. Guarantors, if required, will meet a minimum income of four times the monthly rental amount. Your employer, if applicable, will be contacted to verify employment and income.

Criminal History: A criminal background check will be conducted for each applicant. The criminal search will be run for all addresses at which the applicant(s) has resided over the previous 24 months. The application will be rejected for any of the following criminal related reasons that have occurred within the ten (10) years prior to the application date:

- Felony conviction
- Any terrorist related conviction
- Any illegal drug related conviction
- Any prostitution related conviction
- Any sex related conviction
- Any cruelty to animals related conviction
- Misdemeanor conviction involving crime against persons or property
- Any of the above related charges resulting in "Adjudication Withheld" and/or "Deferred Adjudication"
- Active status on probation or parole resulting from any of the above

Rental History: Rental history will be included in the screening. Your current landlord, if applicable, will be contacted.

Application Fee: An application fee of \$55 must be paid by each individual applicant or \$70 for married couples. The fee is to be paid by personal check only. This fee covers third party costs associated with reporting. Your check will be returned to you if your application is not submitted for screening.





RENTAL RESEARCH INC.

Rental Application



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• Sea (253) 838-9545 • Tac (253) 927-1531 • 1-800-654-4936 • Fax (253) 838-9445 & 1-800-304-4010 • ©

Applicant Name _____ SS# _____ Date Birth _____

CO-Applicant _____ SS# _____ Date Birth _____

Applicant Driver Lic # _____ CO-App Driver Lic # _____

ADDRESS _____ Unit # _____ City _____ State _____ Zip _____

Home Phone _____ Monthly Rent/Pay \$ _____ Apt Complex Name _____ From _____ To _____

Cell Phone _____ **E mail** _____ Co-App Cell _____

Landlord or Mortgage Company _____ Day Phone _____ Night Phone _____

Landlord or Mortgage Co Cell, Fax or E-Mail _____

PREVIOUS ADDRESS _____ Unit # _____ City _____ State _____ Zip _____

Rent _____ Own _____ Apt Complex Name _____ From _____ To _____ Monthly Rent/Pay \$ _____

Landlord or Mortgage Co. _____ Day Phone _____ Night Phone _____

Landlord or Mortgage Co Cell, Fax or E-Mail _____

Cars/Trucks Make _____ Lic # _____ State _____ Color _____ Make _____ Lic # _____ State _____ Color _____

Other Vehicles (Car,Truck, Boat, Motorcycle) _____ Describe Pets _____

Name of Employer _____ Phone _____ Monthly Gross \$ _____ How Long ? _____

Job Title _____ Full Time? Yes ___ No ___ Supervisor _____

Employers' Address _____ City _____ State _____ Zip _____

CO-App Employer _____ Phone _____ Monthly Gross \$ _____ How Long ? _____

Job Title _____ Full Time ? Yes ___ No ___ Supervisor _____

Employers' Address _____ City _____ State _____ Zip _____

Personal Reference _____ Relationship _____ Phone _____

List all other persons to occupy unit _____ Why are you moving? _____

Have you ever been convicted of a Criminal Offense? Yes ___ No ___ If Yes please explain _____

Have you ever been convicted of or pleaded guilty or "no contest" to a misdemeanor or felony involving sexual misconduct (whether or not resulting in a conviction)? Yes ___ No ___

Have you ever been evicted? Yes ___ No ___

IN CASE OF EMERGENCY PLEASE NOTIFY: _____ Phone _____

CORRECT INFORMATION - Applicant/s represents that all of the above statements are true and complete. Applicant/s acknowledges that giving false information herein may constitute grounds for rejection of this application, termination of right of occupancy, and/or forfeiture of deposits and may constitute a criminal offense under the laws of this State. Applicant/s understands they acquire no rights in the rental unit until a Holding/Security Deposit is paid when requested by the Landlord/Manager.

Notice to Applicant/s.....You are being charged a **NON-REFUNDABLE FEE** for screening your application. Screening includes calling your employer/s, references, current and former Landlords, financial institutions, a credit report, checking Public Records, and verifying information on the application. If you are denied tenancy based on information reported you have the right to dispute it by contacting Rental Research Inc. By signing this application you authorize the screening process and acknowledge a copy of this notice.

RRI ACCOUNT # _____	Phone _____
Contact Person _____	FAX _____
E-Mail _____	/End User Name _____
Type of Report: FastBack (\$18) _____	WriteBack (\$20) _____
QuarterBack (\$38) _____	FullBack (\$50) _____
	FullBack Plus (\$65) _____
Credit File on Co-Applicant? (\$8) Yes ___ No ___	
Criminal Search on Applicant? (\$10) Yes ___ No ___	
Criminal Search on CO-Applicant? (\$10) Yes ___ No ___	
Credit Score (\$1) .Yes ___ No ___	Prices Subject to Change without Notice

App- letter3.pmd

Signature: _____ Date _____

Co-Signature: _____ Date _____

Address of rental unit being applied for: _____

Application Addendum

Each person over 18 must submit a complete and separate application. If additional adults other than spouse will be renting the premises, they must complete a separate rental application form.

Information contained within and gathered in association with this application is considered confidential.

Occupants

No. of occupants: _____ Adults (age 18 and older) _____ Children (under age 18)

Names of occupants, including children and anyone who will live with you (even on a temporary basis):

Name: _____ Adult Smoker Non-Smoker Child Child's Age _____

Name: _____ Adult Smoker Non-Smoker Child Child's Age _____

Name: _____ Adult Smoker Non-Smoker Child Child's Age _____

Name: _____ Adult Smoker Non-Smoker Child Child's Age _____

Name: _____ Adult Smoker Non-Smoker Child Child's Age _____

Name: _____ Adult Smoker Non-Smoker Child Child's Age _____

Vehicles

List all vehicles, including recreational vehicles (boats, utility or travel trailers, RVs, motorcycles, other vehicles), to be parked on the premises. Number of vehicles: _____.

Vehicle Type _____ Make _____ Year _____

Vehicle Type _____ Make _____ Year _____

Vehicle Type _____ Make _____ Year _____

Vehicle Type _____ Make _____ Year _____

Length of Tenancy

Requested lease term: one year two years other _____

Applicant Signature

Date

Applicant Signature

Date