

APPLICATION FOR TENANCY

AGENT / OWNER CONTACT INFORMATION:

Name: _____ Member #: _____

Phone: _____ Fax: _____ Date: _____

Email: _____

 Screening Package: ☐ Basic Package ☐ Premium Package ☐ Background Screening ☐ Other _____

Applicant's Last Name	First Name	Middle	Phone #
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Current Address	City	State	Zip
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Social Security #	Date of Birth	Driver's License / State Issued	Email
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 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 \$
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Previous Address	City	State	Zip	Landlord's Name / Phone #	Dates of Occupancy	Rent Amount \$
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Previous Address	City	State	Zip	Landlord's Name / Phone #	Dates of Occupancy	Rent Amount \$
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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 & 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
Previous Employer	Position		Dates Employed	Supervisor / H.R. Name & Phone
Other Sources of Verifiable Income	Monthly Income	Other Sources of Verifiable Income	Monthly Income	

VEHICLE REGISTRATION

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

Vehicle Make	Model	Year	Color	Plate # / State
Vehicle Make	Model	Year	Color	Plate # / State
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

EMERGENCY / PERSONAL CONTACTS

Name	Relationship	Phone #
Name	Relationship	Phone #

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 agent/owner 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
Agent / Owner Signature	Title	Date