

Rental Application for Residents and Occupants

Each co-applicant and each occupant 18 years old and over must submit a separate application.



Date when filled out: _____

APPLICANT Full name (exactly as on driver's license or govt. ID card): _____

Your street address (as shown on your driver's license or government ID card): _____

Driver's license # and state: _____
OR govt. photo ID card #: _____

Former last names (maiden and married): _____

Your Social Security #: _____

Birthdate: _____ Height: _____ Weight: _____

Sex: _____ Eye color: _____ Hair color: _____

Marital Status: single married divorced widowed separated

Are you a U.S. citizen? Yes No Do you or any occupant smoke? yes no

Will you or any occupant have an animal? yes no

Kind, weight, breed, age: _____

Current home address (where you now live): _____

City/State/Zip: _____

Home/cell phone: (____) _____ Current rent: \$ _____

Email address: _____

Name of apartment where you now live: _____

Current landlord or manager's name: _____

Their phone: _____ Date moved in: _____

Why are you leaving your current residence? _____

Your previous home address: _____

City/State/Zip: _____

Apartment name: _____

Name of above landlord or manager: _____

Their phone: _____ Previous monthly rent: \$ _____

Date you moved in: _____ Date you moved out: _____

EMPLOYER Present employer: _____

Address: _____

City/State/Zip: _____

Work phone: (____) _____

Position: _____

Your gross annual income is over: \$ _____

Date you began this job: _____

Supervisor's name and phone: _____

Previous employer: _____

Address: _____

City/State/Zip: _____

Work phone: (____) _____

Position: _____

Gross annual income was over: \$ _____

Dates you began and ended this job: _____

Previous supervisor's name and phone: _____

CREDIT Your bank's name, city, state: _____

List major credit cards: _____

Other non-work income you want considered. Please explain: _____

Past credit problems you want to explain. (Use separate page.)

REFERRAL Were you referred? Yes No.

If yes, by whom:

Name of locator or rental agency: _____

Name of individual locator or agent: _____

Name of friend or other person: _____

Did you find us on your own? Yes No If yes, fill in information below:

On the Internet Stopped by Newspaper (name): _____

Rental publication: _____

Other: _____

DISQUALIFICATION Check only if applicable. Have you, or any occupant listed in this Application ever: been evicted or asked to move out? moved out of a dwelling before the end of the lease term without the landlord's consent? declared bankruptcy? been sued for rent? been sued for property damage? been charged, detained, or arrested for a felony, misdemeanor involving a controlled substance, violence to another person or destruction of property, or a sex crime that was resolved by conviction, probation, deferred adjudication, court ordered community supervision, or pretrial diversion? been charged, detained, or arrested for a felony, misdemeanor involving a controlled substance, violence to another person or destruction of property, or a sex crime that has not been resolved by any method? Please indicate below the year, location and type of each felony, misdemeanor involving a controlled substance, violence to another person or destruction of property, or sex crime other than those resolved by dismissal or acquittal. We may need to discuss more facts before making a decision. You represent the answer is "no" to any item not checked above.

ADULTS Names of all persons under 18 and other adults who will occupy the unit without signing the lease. Continue on separate page if more than three.

Name: _____ Relationship: _____

Sex: _____ DL or govt. ID card # and state: _____

Birthdate: _____ Social Security #: _____

Name: _____ Relationship: _____

Sex: _____ DL or govt. ID card # and state: _____

Birthdate: _____ Social Security #: _____

Name: _____ Relationship: _____

Sex: _____ DL or govt. ID card # and state: _____

Birthdate: _____ Social Security #: _____

VEHICLES List all vehicles owned or operated by you, your spouse, or any occupants (including cars, trucks, motorcycles, trailers, etc.). Continue on separate page if more than three.

Make and color of vehicle: _____

Year: _____ License #: _____ State: _____

Make and color of vehicle: _____

Year: _____ License #: _____ State: _____

Make and color of vehicle: _____

Year: _____ License #: _____ State: _____

EMERGENCY CONTACT List an emergency contact person over 18 who will not be living with you and whom we may contact in the event of an emergency or death.

Name: _____

Address: _____

City/State/Zip: _____

Work phone: (____) _____ Home phone: (____) _____

Relationship: _____

AUTHORIZATION I or we authorize (landlord's name) _____

SVF Hedges Creek Tualatin, LLC.

to obtain reports from any consumer or criminal record reporting agencies before, during, and after tenancy on matters relating to a lease by the above landlord to me and to verify, by all available means, the information in this application, including criminal background information, income history and other information reported by employer(s) to any state employment security agency. Work history information may be used only for this Rental Application. Authority to obtain work history information expires 365 days from the date of this Application.

Applicant's signature _____

Applicant must also sign on the next page of this Application.

Contemplated Lease Contract Information

To be filled in only if the Lease Contract is not signed by resident(s) at time of application for rental.

The Lease Contract to be used must be the latest version published by the National Apartment Association for Oregon unless an earlier version is initialed by resident(s) and attached to this Application. The blanks in the Lease Contract will contain the following information:

- Names of all residents who will sign Lease Contract _____
- Name of Landlord/Lessor SVE Hedges Creek Tualatin, LLC.
- Property name and type of dwelling (bedrooms and baths) _____
- Complete street address SW Sweek Drive
City/State/Zip Tualatin, OR 97062
- Names of all other occupants not signing Lease Contract (persons under age 18, relatives, friends, etc.) _____
- Total number of residents and occupants _____
- Beginning date and ending date of Lease Contract _____
- Total monthly rent for dwelling unit \$ _____
- Rent to be paid at (check one) on-site manager's office or at On-line Payment
- Prorated rent for: first month or second month \$ _____
- Monthly rental due date _____
- Late charges due if rent is not paid on or before the fourth (4th) day of the month;
- (Check one): furnished or unfurnished;
- Utilities paid by owner (check all that apply): electricity, gas, water, wastewater, trash, cable TV, master antenna;
- You are (check one): required to purchase personal liability insurance or not required to purchase personal liability insurance;

DEPOSITS:	
• Total Security Deposit:	\$ _____
• Animal Deposit:	\$ _____
• Execution Deposit:	\$ _____
• Other Deposits (Describe):	\$ _____
• _____	\$ _____
FEES:	
• Lease Break Fee: (1.5 times the monthly rent if left blank)	\$ _____
• Dishonored Check Fee: \$25.00 plus any charges bank imposes on Landlord	\$ _____
• Smoke Alarm/Carbon Monoxide Alarm Tampering Fee:	\$ <u>250.00</u>
• Late Payment of a Utility: (not to exceed \$50.00)	\$ <u>10.00</u>
• Failure to Clean Pet Waste: (not to exceed \$50.00)	\$ <u>50.00</u>
• Failure to Clean Garbage/Rubbish: (not to exceed \$50.00)	\$ <u>25.00</u>
• Parking Violations or Other Improper Use of Vehicles: (not to exceed \$50.00)	\$ _____
• Late Charge (Late Rent Payment Fee):	\$ <u>100.00</u>
• Other Fees (Describe):	\$ _____
• _____	\$ _____
• _____	\$ _____
• Special provisions regarding parking, storage, etc.: (see attached page if necessary): _____	

Application Agreement

1. **Lease Contract Information.** The Lease Contract contemplated by the parties is attached or, if no Lease Contract is attached, the Lease Contract will be the current Lease Contract noted above. Special information and conditions must be explicitly noted on an attached Lease Contract or in the Contemplated Lease Contract Information above.
2. **Application/Screening Fee (nonrefundable).** The term "application fee" as used in this Application or Lease Contract means screening fee or charge as defined by Oregon law. You have delivered to our representative an application fee in the amount indicated below, and this payment partially defrays the cost of administrative paperwork and screening. It's nonrefundable under all circumstances except as noted in paragraph 10.
3. **Notice for Application/Screening Fee.** Before collecting the application fee from you, we will give you written notice of (1) the amount of the fee; (2) our screening or admission criteria; (3) the process that we typically follow in screening an applicant, including whether we use a tenant screening company, credit reports, public records or criminal records or contact employers, previous landlords or other references; and (4) the approximate number (estimate) of rental units of the type, and in the area, sought by you that are or will soon be available to rent. This estimate will include the approximate number of applications previously accepted and remaining under consideration for those units. You have the right to dispute the accuracy of any information provided to us by a screening company or credit reporting agency with that company or agency.
4. **Approval When Lease Contract Is Signed in Advance.** If you and all co-applicants have already signed the Lease Contract when we approve the Application, our representative will notify you (or one of you if there are co-applicants) of our approval and sign the Lease Contract. You must submit the security deposit and any prepaid rent required under the Lease Contract to us within 3 days after we give you our approval in person or by phone or within 5 days if we mail you our approval.
5. **Approval When Lease Contract Isn't Yet Signed.** If you and all co-applicants have not signed the Lease Contract when we approve the Application, our representative will notify you (or one of you if there are co-applicants) of the approval, sign the Lease Contract when you and all co-applicants have signed, and then collect the required security deposit and any prepaid rent.
6. **If You Fail to Sign Lease Contract After Approval.** Unless we authorize otherwise in writing, you and all co-applicants must sign the Lease Contract and submit the required security deposit and any required prepaid rent to us within 3 days after we give you our approval in person or by telephone or within 5 days after we mail you our approval. If you or

- any co-applicant fails to sign and pay the deposit and any prepaid rent as required, we may terminate all further obligations under this Agreement.
7. **If You Withdraw Before Approval.** If we have begun screening and you withdraw your application, your application fee will not be refunded.
8. **Completed Application.** An Application will not be considered "completed" and will not be processed until all of the following have been provided to us (unless checked): a separate Application has been fully filled out and signed by you and each co-applicant; an application fee has been paid to us. If no item is checked, all are necessary for the Application to be considered completed.
9. **Nonapproval.** We will notify you whether you've been approved within 10 days after the date we receive a completed Application. Your Application will be considered "disapproved" if we fail to notify you of your approval within 10 days after we have received a completed Application. Notification may be in person or by mail or telephone unless you have requested that notification be by mail. You must not assume approval until you receive actual notice of approval. The 10-day time period may be changed only by separate written agreement.
10. **Refund after Non-Approval.** Your application fee will be refunded if no screening was performed or if we have failed to notify you within 10 days from your application of whether your application has been accepted or denied. Otherwise, it is nonrefundable.
11. **Extension of Deadlines.** If the deadline for signing, approving, or refunding under paragraphs 6, 9, or 10 falls on a Saturday, Sunday, or a state or federal holiday, the deadline will be extended to the end of the next day.
12. **Notice to or from Co-applicants.** Any notice we give you or your co-applicant is considered notice to all co-applicants; and any notice from you or your co-applicant is considered notice from all co-applicants.
13. **Keys or Access Devices.** We'll furnish keys and/or access devices only after: (1) all parties have signed the contemplated Lease Contract and other rental documents referred to in the Lease Contract; and (2) all applicable rents and security deposits have been paid in full.
14. **Receipt.** Screening fee (nonrefundable): \$ 40.00
15. **Signature.** Our representative's signature is consent only to this Application Agreement. It does not bind us to accept applicant or to sign the proposed Lease Contract.

Acknowledgment. You declare that all your statements on the first page of this Application are true and complete. You authorize us to verify same through any means. If you fail to answer any question or give false information, we may reject the application, retain all application fees and deposits as liquidated damages for our time and expense, and terminate your right of occupancy. Giving false information is a serious criminal offense. In lawsuits relating to the application or Lease Contract, the prevailing party may recover all attorney's fees and litigation costs from the losing party. We may at any time furnish information to consumer reporting agencies and other rental housing landlords regarding your performance of your legal obligations, including both favorable and unfavorable information about your compliance with the Lease Contract, the rules, and financial obligations.

If you're seriously ill or injured, what doctor may we notify? (We're not responsible for providing medical information to or calling doctors or emergency personnel.)

Doctor's name: _____ Doctor's phone: (____) _____

Important medical information about you in an emergency: _____

Applicant's Signature: _____ Date: _____

Signature of Landlord's Representative: _____ Date: _____

FOR OFFICE USE ONLY

1. Apt. name or dwelling address (street, city) SVF Hedges Creek Tualatin, LLC. Unit # or type: _____
2. Person accepting application: _____ Phone: (____) _____
3. Person processing application: _____ Phone: (____) _____
4. Date that applicant or co-applicant was notified by telephone, letter, or in person of acceptance or nonacceptance: _____
(Deadline for applicant and all co-applicants to sign lease is three days after notification of acceptance in person or by telephone, five days if by mail.)
5. Name of person(s) who were notified (at least one applicant must be notified if multiple applicants): _____
6. Name of landlord's representative who notified above person(s): _____

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