

Check One: Investigative Reports: Co-Signer _____ Mini _____ Super-Mini _____ Orca _____ Killer Whale _____

Non-Refundable
Investigative Fee
\$ _____

RESIDENTIAL RENTAL APPLICATION / **EACH ADULT MUST FILL OUT SEPARATE APPLICATION**

Address of Rental Property: 1840 main Street Unit # _____ Rent Amount _____

Applicant's Complete Name: _____ Date of Birth: _____

SSN# _____ DL#/State issued: _____

Tel# _____ Email Address: _____

Other Occupant's Name, Age & Relationship: _____

If any of the above noted occupants are currently married or separated but not living with their spouse, please note yes or no: Y N

✓ Complete Every Item on Application. Incomplete and/or Inaccurate Information May Result in Process Delay or Denial of Tenancy.

CURRENT ADDRESS (Required Entry)

Street _____
City _____ State _____ Zip _____
Apt # _____ Name of Apts _____
How Long (Mo/Da/Yr) From _____ To _____
Pymts / Rent Pd To _____ Amt _____
Landlord/Mgmt Co. _____
Address _____
Tel# _____ Rent/Own/Lease _____

PRIOR ADDRESS (Required Entry)

Street _____
City _____ State _____ Zip _____
Apt # _____ Name of Apts _____
How Long (Mo/Da/Yr) From _____ To _____
Pymts / Rent Pd To _____ Amt _____
Landlord/Mgmt. Co _____
Address _____
Tel# _____ Rent/Own/Lease _____

✓ Current Employer _____ Tel# _____ Supervisor _____

Dept / Attached to _____ Occupation _____ Rank _____

Hire Date _____ Monthly Salary _____ Full Time _____ Part Time _____

Address _____ Suite _____ City _____ State/Zip _____

✓ Prior Employer _____ Tel# _____

Dept / Attached to _____ Occupation _____ Rank _____

Hire Date _____ Monthly Salary _____ Full Time _____ Part Time _____

Address _____ Suite _____ City _____ State/Zip _____

✓ Additional Income (Interest, Child Support, Etc) _____

✓ Bank _____ Acct# _____ Branch _____ Tel# _____

✓ Pets? Yes _____ No _____ If yes, number, size, and type(s) _____

✓ Disability status and require special accommodations? _____

✓ Are you a fulltime student? Yes _____ No _____

HAVE YOU OR ANY OTHER HOUSEHOLD MEMBER:

Ever been evicted or refused to pay rent? Yes _____ No _____ Ever been Charged or Convicted of a Crime? Yes _____ No _____

If yes to any of the above, give details: What is the nature of the offense? What County(ies) and State(s)? _____

When? _____

Ever used any other name(s)? Yes _____ No _____ If yes, list name(s) _____

Are you or any other household member a Registered or Unregistered Sex Offender? Yes _____ No _____

Ever had bedbugs or any other infestation? Yes _____ No _____ If yes, what type of infestation: _____

Auto/Year/Make/Lic#: 1.) _____ 2.) _____

Local Contact _____ Address _____ Tel# _____

Nearest Relative _____ Address _____ Tel# _____

Emergency Contact _____ Address _____ Tel# _____

THE DECISION TO LEASE/RENT REMAINS WITH THE PROPERTY MANAGER

OAKWOOD APARTMENTS

May. 7. 2012 12:54PM

No. 2418 P. 2



Diamond/Oakwood Apts.

Orca Information, Inc.
Phone: 360-588-1633 / 800-341-0022
Fax: 360-588-1189 / 800-522-6722





CREDIT REPORT AUTHORIZATION

THE FOLLOWING MUST BE COMPLETED IN FULL

ADDRESS INFORMATION				
Applicant's Last Name	First	M.I.	Social Security Number	Date of Birth
Present Address	City	State	Zip Code	
Day Phone ()	Fax ()			
Night Phone ()	Email:			

In compliance with the Fair Credit Reporting Act, we are informing you that information as to your **CREDIT REPORT** will be retrieved. I certify that the facts set forth in this application are true and complete. I agree that a complete investigation of all information on this application will not constitute invasion of privacy. I authorize **ORCA INFORMATION, INC., PO Box 277, Anacortes, WA 98221, 360-588-1633** to obtain a **CREDIT REPORT**, as necessary for application of tenancy.

Signature of Applicant

Date

Addendum (A) to Application for Tenancy

LETTER OF AUTHORIZATION

To Whom It May Concern:

In compliance with the Fair Credit Reporting Act, State and Federal laws, this is to inform you and your household members that an investigation involving the statements made on this application for tenancy are being initiated by ORCA Information, Inc., PO Box 277, Anacortes, Washington 98221, 360-588-1633. I certify that to the best of my knowledge all statements are "true and complete". I further authorize ORCA Information, Inc. to obtain **CREDIT REPORTS, EMPLOYMENT REFERENCES (including verifying salary), COURT, CRIMINAL & JUVENILE RECORDS, ARREST DETENTION INFORMATION and CHARACTER REFERENCES, GENERAL REPUTATION, MODE OF LIVING, and RENTAL REFERENCES** as needed to verify all information put forth on this application and otherwise available regarding all applicants identified on this application (for juvenile occupants, the undersigned parent/guardian authorizes the above-information to be obtained on their behalf).

Furthermore I warrant the accuracy of all information contained on this rental application, including that relating to the other intended occupants of the subject property. I understand and agree that if subsequently a determination is made that I provided false or inaccurate information on the rental application it is a breach of the terms of any rental agreement signed based on that information and Owner and/or his/her agent may take legal action to terminate said Agreement.

Applicant's Name (please print)

Applicant's Signature

Date of Authorization

Manager's/Assistant Manager's Signature

List All Juvenile Age Occupants 12yrs-17yrs: \$8.00

Full Legal Name	Nickname(s)	Date of Birth
Full Legal Name	Nickname(s)	Date of Birth
Full Legal Name	Nickname(s)	Date of Birth

RESIDENT ACCEPTANCE POLICY
DIAMOND MANAGEMENT COMPANY

Applicant Name: _____

Apto: Oakwood

Unit No. _____

SCORING: Each applicant's screening report shall be reviewed for two types of adverse information. **NEGATIVES** and **TERMINALS**. If Three or more Negative Items are found in a report, and there are no extenuating circumstances (example: temporary loss of job, medical reasons, family emergencies, etc.), the applicant will be denied. All **NEGATIVES**, **TERMINALS** AND **REQUIREMENTS** APPLY TO APPLICANT(S) AND THEIR HOUSEHOLD MEMBERS AS WELL AS EX-SPOUSES AND/OR PARTNERS.

NEGATIVES: The following items shall be considered negative items:

- ☐ Any credit account which is listed as having gone to collection within the last seven (7) years.
- ☐ Any collection, judgment, bankruptcy or lien within the last seven (7) years.
- ☐ Any landlord reference that includes more than 2 late payments in a year.
- ☐ Any instance of a damage deposit which was not returned due to damage to the rental unit (beyond normal cleaning).
- ☐ Any instance of proper Notice of Intent to Vacate not being given.
- ☐ Any instance of unauthorized pets or people occupying a unit rented to the applicant.

TERMINALS: The following items shall be considered terminal and sufficient to decline the applicant(s) and household members.

- ☐ Any OPEN bankruptcy.
- ☐ Any Negative or incomplete rental reference / would not re-rent documentation.
- ☐ Any collection filed by a property management company or landlord.
- ☐ Any eviction or Unlawful Detainer action and/or any current 3-day Notice to Pay or Vacate.
- ☐ Any income level or combined income level in the case of co-applicants, which does not meet the income requirements.
- ☐ Any conviction of, or reasonable cause to believe that any illegal drug is currently being used and/or has in the past been used, possessed or sold by any household member.
- ☐ Any missing, false or misleading information provided by the applicant on the written application, or omission of a material fact.
- ☐ A total of \$1,000 or more in unpaid collections in the last seven (7) years excluding medical.
- ☐ Any charge or conviction for criminal activity by any household member.
- ☐ Any household member that is a registered or unregistered sex offender.
- ☐ Two (2) or more charges for Domestic Violence (defendant in criminal cases) or charges that are Domestic Violence related.
AND/OR two (2) or more petitions filed against you for Orders of Protection (respondent in civil cases).
- ☐ Reasonable likelihood to believe that a household member's abuse or pattern of abuse of alcohol would interfere with the health, safety or right to peaceful enjoyment of the resident community.
- ☐ Reasonable likelihood to believe that a household member's illegal use or pattern of illegal use of a drug may interfere with the health, safety, or right to peaceful enjoyment of the resident community.
- ☐ Reasonable likelihood that the applicant will be unwilling or unable to pay rent.
- ☐ Reasonable likelihood that the applicant or those acting under his or her control will interfere with the health, safety, security or the right of peaceful enjoyment of the resident community.
- ☐ Reasonable likelihood to believe that the applicant or those acting under his or her control will cause intentional damage or destruction to the apartment or surrounding premises.

☐ **REQUIREMENTS:** 12 months verifiable rental history. Failure to do this may result in a terminal.

This applicant is subject to: ☐ Conditional Approval, ☐ Increased Deposit, ☐ Qualified Co-Signer

This applicant is: ☐ Denied

TENANT SELECTION CRITERIA

Thank you for your interest in _____ apartments. In order to qualify as a resident of the community the following standards must be met:

1. POSITIVE RENTAL HISTORY:
 - a. Two positive landlord references
 - b. No disturbance complaints
 - c. Consistent payment of rent on time
 - d. No damage to apartment unit
2. VERIFIABLE INCOME SOURCE. INCOME EQUAL TO AT LEAST 2 TIMES THE MONTHLY RENT.
3. FAVORABLE CRIMINAL HISTORY. WE WILL NOT RENT TO ANYONE WITH A CRIMINAL HISTORY.
4. FAVORABLE CREDIT HISTORY.
5. MUST SUBMIT A COMPLETE, LEGIBLE APPLICATION WITH NO OMISSIONS, NO ERRONEOUS INFORMATION, AND MUST ATTEND AT LEAST ONE IN-PERSON INTERVIEW.
6. MUST BE LEGALLY RESPONSIBLE TO ENTER A LEGAL CONTRACT.
7. MUST BE CAPABLE, WITH OR WITHOUT ASSISTANCE, TO CARRY OUT LEASE AND RULES AND REGULATION REQUIREMENTS.
8. MUST NOT BE ENGAGING IN ANY DRUG RELATED ACTIVITIES OR ANY OTHER ILLEGAL ACTIVITIES.
9. WE WILL NOT RENT TO AN APPLICANT WHERE THERE EXISTS A REASONABLE LIKELIHOOD THAT THE APPLICANT OR THOSE ACTING UNDER HIS/HER CONTROL WOULD PARTICIPATE IN MALICIOUS OR DISRUPTIVE BEHAVIOR THAT MAY INTERFERE WITH THE HEALTH AND SAFETY AND/OR PEACE AND QUIETUDE OF THE APARTMENT COMMUNITY.