

RENTAL APPLICATION

to be completed by each ADULT APPLICANT

Verified Driver's License or State I.D.		FULL REPORT	CREDIT PLUS	FAST FACTS		
<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
<input type="checkbox"/> Co-Signer		<input type="checkbox"/> W/ Current Tenant Application Received: _____				
MANAGEMENT COMPANY MONTAGNE		COMMUNITY NAME VISTA POINTE		PROPERTY TELEPHONE 503-391-9397		
MOVE-IN DATE	UNIT #	MONTHLY RENT \$	LEASE TYPE DESIRED	PROPERTY CONTACT OFFICE STAFF		
APPLICANT INFORMATION						
LAST NAME		FIRST	MIDDLE	DOB	SOCIAL SECURITY #	DRIVER'S LIC. #
ROOMMATE(S) NAME(S)				YOUR TELEPHONE NUMBER		
CURRENT RESIDENCE						
STREET ADDRESS		APT #	CITY	STATE	ZIP	
HAVE YOU GIVEN LEGAL NOTICE TO VACATE? YES <input type="checkbox"/> NO <input type="checkbox"/>		RENT <input type="checkbox"/> OWN <input type="checkbox"/>	MOVE-IN DATE: MOVE-OUT DATE:	MONTHLY RENT \$	YOUR EMAIL	
LANDLORD/MTG. COMPANY		CITY	STATE	ZIP	LANDLORD DAY PHONE	LANDLORD EVENING PHONE
REASON FOR VACATING:			LIST ALL ROOMMATES:			
PREVIOUS RESIDENCE						
STREET ADDRESS		APT #	CITY	STATE	ZIP	
DID YOU GIVE LEGAL NOTICE TO VACATE? YES <input type="checkbox"/> NO <input type="checkbox"/>		RENT <input type="checkbox"/> OWN <input type="checkbox"/>	MOVE-IN DATE: MOVE-OUT DATE:	MONTHLY RENT \$	TELEPHONE	
LANDLORD/MTG. COMPANY		CITY	STATE	ZIP	LANDLORD DAY PHONE	LANDLORD EVENING PHONE
REASON FOR VACATING:			LIST ALL ROOMMATES:			
EMPLOYMENT / INCOME						
CURRENT EMPLOYER		POSITION	TELEPHONE	SUPERVISOR'S NAME	SALARY / MONTH	DATE OF HIRE
PREVIOUS EMPLOYER		POSITION	TELEPHONE	SUPERVISOR'S NAME	SALARY / MONTH	FROM: TO:
ADDITIONAL SOURCES OF MONTHLY INCOME (List all income to be included for qualification): \$ _____ / Month				SOURCE:	TELEPHONE	
BANK NAME		BRANCH	TELEPHONE	CHECKING ACCT #	SAVINGS ACCT #	
EMERGENCY CONTACT						
NAME		RELATIONSHIP	ADDRESS	TELEPHONE		

ADDITIONAL INFORMATION

LIST ALL VEHICLES TO BE PARKED ON SITE					OTHER OCCUPANTS		
MAKE	MODEL	YEAR	COLOR	LICENSE#	OCCUPANT NAME		D.O.B.
HAVE YOU ESTABLISHED RETAIL CREDIT?				YES <input type="checkbox"/> NO <input type="checkbox"/>		TYPE AND SIZE OF PETS:	
WILL YOU BE MOVING IN ANY OF THE FOLLOWING ITEMS? WATERBED <input type="checkbox"/> AQUARIUM <input type="checkbox"/> MUSICAL INSTRUMENT <input type="checkbox"/>					DO YOU HAVE RENTERS INSURANCE? YES <input type="checkbox"/> NO <input type="checkbox"/>		
					Carrier: _____		Policy #: _____

HAVE YOU EVER BEEN EVICTED?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	IF YES, PROVIDE DATE(S) AND LOCATION(S):
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HAVE YOU OR ANY PERSON WHO WILL OCCUPY THE UNIT EVER BEEN CONVICTED, PLEAD GUILTY, NO-CONTEST OR HAVE CURRENT PENDING CHARGES TO ANY FELONY OR MISDEMEANOR?			
YES <input type="checkbox"/>	NO <input type="checkbox"/>	DESCRIBE OFFENSE:	DATE OF OFFENSE:

ARE YOU OR ANY PERSON WHO WILL OCCUPY THE UNIT A REGISTERED SEX OFFENDER?		
YES <input type="checkbox"/>	NO <input type="checkbox"/>	IF YES, DATE AND LOCATION OF REGISTRATION:

THE FOLLOWING INFORMATION IS SUBJECT TO CHANGE PRIOR TO EXECUTION OF THE RENTAL AGREEMENT

RENT	DEPOSITS	FEES
THE FOLLOWING ARE MAXIMUM AMOUNTS. THE ACTUAL AMOUNT CHARGED WILL DEPEND ON UNIT SIZE, SCREENING RESULTS, AND OTHER FACTORS.		
UNIT RENT \$.	SECURITY DEPOSIT MINIMUM \$ 500.00	LATE RENT PAYMENT FEE \$ 75.00
	SECURITY DEPOSIT MAXIMUM \$ 2X RENT (DEPENDS ON SCREENING RESULTS AND UNIT SIZE)	LEASE BREAK FEE \$ 1.5 X RENT (NOT TO EXCEED 1.5 X RENT)
\$.	PET \$.	N.S.F. CHECK FEE OF \$ 50.00 + BANK CHARGES
\$.	GARAGE / STORAGE \$.	SMOKE ALARM / CARBON MONOXIDE ALARM TAMPERING FEE \$ 250.00
\$.	OTHER \$.	LOST KEY, ACCESS CARD FEE \$ 5.00
\$.	OTHER \$.	NON-COMPLIANCE FEE*
\$.	OTHER \$.	1. LATE PAYMENT OF UTILITY \$ 50.00
		2. FAILURE TO CLEAN PET WASTE \$ 50.00
		3. FAILURE TO CLEAN GARBAGE/RUBBISH \$
		4. PARKING VIOLATIONS
APPLICANT'S INITIALS, _____	APPLICANT'S SCREENING CHARGE \$ 50.00	OR IMPROPER USE OF VEHICLES \$
		* NOT TO EXCEED \$50 PER NON-COMPLIANCE

GOOD FAITH ESTIMATE

Approximate number of units currently available, or which will in the foreseeable future be available, of the size and in the area requested by applicant: _____ unit(s).
 Approximate number of applications previously accepted and currently under consideration for those units: _____ application(s).
 If the blanks above are not filled in, then there is at least one unit available and there are no applications ahead of yours currently under consideration.

I certify that the above information is correct and complete and hereby authorize you to do a credit check and make any inquiries you feel necessary to evaluate my tenancy and credit standing. I understand that giving incomplete or false information is grounds for rejection of this application. If any information supplied on this application is later found to be false, this is grounds for termination of tenancy. Owner/Agent has charged a screening charge as set forth above. Applicant screening entails the checking of the applicant's credit, rental history, employment history, public records and other criteria for residency. The applicant has the right to dispute the accuracy of any information provided to the owner/agent by the screening service or credit reporting agency. Applicant's copy of this signed application and / or email verification shall be the receipt for the screening charge. The screening service is Pacific Screening Inc., P.O. Box 25582, Portland, OR 97298 (503) 297-1941. If the applicant is approved, applicants will have _____ hours from the time of notification to either execute a rental agreement and make all deposits required thereunder or make a deposit to execute a rental agreement which will provide for the forfeiture of the deposit if applicants fail to execute the rental agreement. If applicants fail to timely take the steps required above, they will be deemed to have refused the unit and the next application for the unit will be processed. Owner / Agent shall have no liability to applicant until such time as a rental agreement is signed by both parties. Applicant acknowledges receipt of a copy of the Criteria for Residency. The information contained in this application is true and complete.

Signed _____ (Applicant) Dated _____

Signed _____ (Agent for Owner) Dated _____

Vista Pointe Rental Criteria

Application Process:

- 1) Complete application and sign criteria sheet
- 2) Pay by cashiers check or money order \$50 per adult application fee
- 3) Pay \$100 refundable** holding fee
- 4) Allow 3-5 days for approval

** \$100 deposit is paid as earnest money to hold the unit and take it off the market for screening. If you are not approved, it is refunded. If you cancel your application prior to mutual acceptance or absent mutual acceptance, within 24 hours of notification of application approval it is refunded. Once you are approved and accept the unit the money is applied to security.

MONEY ORDERS MUST BE BLANK IN ORDER TO CASH THEM BACK IN IF IT IS REFUNDED. DO NOT WRITE ON THEM. Two (2) separate cashiers checks or money orders are required. ALL move in costs are to be paid by cashiers check or money order, no cash or checks will be accepted for this processes.

Once approved, you are restricted to the number of occupants in the unit cannot exceed 2 people per bedroom plus one extra. Only those persons listed on the rental agreement may reside and unauthorized occupants may result in eviction.

Roommates: Management reserves the right to approve or deny occupancy to all parties if one or more applicants do not qualify.

Pets: We are pet friendly. We allow up to 2 animals either cats or a maximum of 1 dog. All animals must be over 6 months old with license and/or shot records. Other animals considered on a case-by-case basis.

Income/Employment Requirements:

The combined income of the adult applicants must total at least 2.5 times the rent. Income must be from job of at least 6 months with same employer or same field of work. Income must be verifiable (verifiable by information released by employer or other documented proof of income). Pay stubs or tax info may be required.

Rental History Requirements:

All applicants must have 12 months minimum of verifiable rental history with a non-related landlord. Verifiable rental history is considered a written lease or month to month agreement where documentable rent was paid.

Credit Requirements & Civil Records Reports:

All applicants must have at least 4 credit accounts, at least one year old, in good standing. Credit report should not contain accounts in collection, charge-offs, or bankruptcy. Derogatory credit references must not exceed \$100. Civil records search must be clear of evictions in the last 5 years or debts owed to other property management companies, and must not contain criminal convictions that contain the following charges.

Exceptions

Approval is at the discretion of property management. If you do not meet the above criteria, a co-signer or higher deposit **may** be used. A co-signer must meet all the above criteria with the exception of income, whereby the co-signer must make 4 times the rent amount. Mortgage history in good standing on a credit report may replace rental history requirement. If a co-signer is requested by management, and the co-signer qualifies, it **does not** constitute an automatic approval. The totality of the applicants screening and the overall risk of the applicant shall be weighed, as it is presumed that co-signer will not be the actual tenant. If additional deposit is required it shall be paid in full at the time of move in and cannot be split into payments. Additional deposits can be charged at the discretion of management and can be as much as a full months rent.

Criminal Records:

In case of all criminal records, the totality of the circumstances, and the age and type of offense will be evaluated by management. Management has the right to deny for any criminal records not disclosed on the application, or any crime that involves drugs, violence, unlawful sexual activity or forgery/financial fraud. Management may ask for details or documents pertaining to the crime, and use discretion to determine worthiness for approval.

Automatic Denials:

Management reserves the right to deny any applicant, and refuse co-signers or increased deposits, for any or all of the following:

- Derogatory rental references containing damages to rentals or money owed to other management
- False information provided on the application
- Criminal records of a violent or predatory nature, drug related or of significant theft or fraud
- Applicant has no valid social security number or proof of citizenship or visa
- Failure to meet all the above requirements and inability to secure qualified co-signer.
- Inappropriate behavior at the time of applying for tenancy

I understand the rental criteria and agree to these terms. I understand that management has the discretion to approve or deny me based on the totality of my application and information gathered during screening, in accordance with applicable law. Management is not required to disclose information provided by previous landlords other than it was a positive or negative reference.

Applicant's Signature: _____ Date: _____

Vista Pointe Fee Deposit Disclosure

Pre-Move In:

Application Fee.....\$50 (each adult)
Reservation Deposit.....\$100 (applied toward security at move in)

At Move In:

Remaining Security.....\$400 (standard on approved credit)
Additional deposit (when applicable).....\$400 and/or \$500
Water/Sewer/Garbage.....Depends on size of unit
Pet rent.....\$30.00 for 1 pet & \$15.00 for 1 additional with a 1 dog maximum
Rent.....to be determined in writing at time of application

During Tenancy:

Late Fee.....\$75
NSF Fee.....\$50 (\$25 bank's charge + \$25 in-house reprocessing)
Non-Compliance Fee.....\$50 (late payment of utilities, failure to clean up waste, parking violations, and improper use of vehicles on premises, failure to clean up garbage, unauthorized pet, smoking in non-smoking designated area)

Additional Applications...\$50 each adult adding on to lease
Smoke Alarm Tamper:.....\$250

*Operational expenses incurred by tenant action, such as fees charged to management for filing civil actions, legal notices, vendor invoices, etc will be billed at cost to resident with a copy attached.

After Tenancy:

Lease Break Fee (if applicable)....\$1.5x stated rent
Carpet Clean Fee.....Varies by size of unit, average \$90.00
(may be deducted from security)

***Charges for cleaning, painting, and damages will be billed at an hourly rate of \$40 per hour within 30 days of vacating, with allowance for reasonable wear and tear.*

Applicant Signature

Date