

# Garden Senior Village

## APPLICATION FOR RENTAL

**Notice: All adult applicants (18 years or older) must complete a separate application for rental.**

The undersigned hereby makes application to rent \_\_\_\_\_, located at \_\_\_\_\_, beginning on \_\_\_\_\_, at a monthly rent of \$ \_\_\_\_\_.

<b>APPLICANT INFORMATION</b>				
LAST NAME	FIRST NAME	M.I.	SSN	DRIVER'S LICENSE #
BIRTH DATE	HOME PHONE (    )	WORK PHONE (    )	EMAIL	
HOW DID YOU HEAR ABOUT THIS APARTMENT COMMUNITY?				
<b>CURRENT ADDRESS</b>				
STREET ADDRESS		CITY	STATE	ZIP
DATE IN	DATE OUT	LANDLORD NAME	LANDLORD PHONE (    )	
MONTHLY RENT \$	REASON FOR LEAVING			
<b>PREVIOUS ADDRESS</b>				
STREET ADDRESS		CITY	STATE	ZIP
DATE IN	DATE OUT	LANDLORD NAME	LANDLORD PHONE (    )	
MONTHLY RENT \$	REASON FOR LEAVING			
<b>OTHER OCCUPANTS</b>				
LIST NAMES AND BIRTH DATES OF ALL ADDITIONAL OCCUPANTS 18 YEARS OR OLDER				
LIST NAMES AND BIRTH DATES OF ALL DEPENDANTS 18 YEARS OR YOUNGER				
<b>PETS &amp; LIQUID-FILLED FURNITURE</b>				
PETS?	DESCRIBE			
LIQUID-FILLED FURN.?	DESCRIBE			
<b>EMPLOYMENT &amp; INCOME INFORMATION</b>				
1. OCCUPATION		EMPLOYER/COMPANY		MONTHLY SALARY \$
EMPLOYER ADDRESS		CITY	STATE	ZIP
SUPERVISOR NAME		SUPERVISOR PHONE (    )	START DATE	END DATE
2. OCCUPATION		EMPLOYER/COMPANY		MONTHLY SALARY \$
EMPLOYER ADDRESS		CITY	STATE	ZIP
SUPERVISOR NAME		SUPERVISOR PHONE (    )	START DATE	END DATE
1. OTHER INCOME DESCRIPTION				MONTHLY INCOME \$
2. OTHER INCOME DESCRIPTION				MONTHLY INCOME \$



<b>EMERGENCY CONTACT</b>			
<b>1. NAME</b>	<b>ADDRESS</b>	<b>PHONE</b> (     )	<b>RELATIONSHIP</b>
<b>2. NAME</b>	<b>ADDRESS</b>	<b>PHONE</b> (     )	<b>RELATIONSHIP</b>
<b>PERSONAL REFERENCES</b>			
<b>1. NAME</b>	<b>ADDRESS</b>	<b>PHONE</b> (     )	<b>RELATIONSHIP</b>
<b>2. NAME</b>	<b>ADDRESS</b>	<b>PHONE</b> (     )	<b>RELATIONSHIP</b>
<b>BACKGROUND INFORMATION</b>			
<b>HAVE YOU EVER:</b>	Filed for bankruptcy?	Willfully or intentionally refused to pay rent when due?	
	Been evicted from a tenancy or left owing money? If yes, please provide Property Name, City, State, and Landlord Name. <input type="checkbox"/> Yes <input type="checkbox"/> No		
	Been convicted of a crime? If yes, please provide Type of Offense, County, and State. <input type="checkbox"/> Yes <input type="checkbox"/> No		
Are you listed in the sex offender list? <input type="checkbox"/> Yes <input type="checkbox"/> No			
<b>VEHICLE INFORMATION</b>			
<b>1. MAKE &amp; MODEL</b>	<b>COLOR</b>	<b>YEAR</b>	<b>LICENSE NO. &amp; STATE</b>
<b>2. MAKE &amp; MODEL</b>	<b>COLOR</b>	<b>YEAR</b>	<b>LICENSE NO. &amp; STATE</b>
<p>City of Seattle Disclosure: Applicants are notified that landlords in the City of Seattle are prohibited from requiring disclosure, asking about, rejecting an applicant, or taking an adverse action based on any arrest record, conviction record, or criminal history, except for registry information as described in subsections 14.09.025.A.3, 14.09.025.A.4, and 14.09.025.A.5, and subject to the exclusions and legal requirements in Section 14.09.115. Applicants are further notified that the application is based on the screening criteria for this community, which is attached to this application. Applicant may provide supplemental information related to Applicant's rehabilitation, good conduct, and facts or explanations regarding their registry information.</p> <p>I hereby apply to lease the above described premises for the term and upon the conditions above set forth and agree that the rental is to be payable the 1st day of each month in advance. I warrant that all statements above set forth are true.</p> <p>I hereby pay a holding fee of \$ _____. I understand that I have forty-eight hours following the date of this application to withdraw the application and receive full refund of said holding fee. If applicant cancels rental after (48) hours and was otherwise approved, the holding fee is forfeited. The application fee is non-refundable.</p> <p>NON-REFUNDABLE APPLICATION FEE \$ _____</p> <p>I hereby give my permission to communicate with my current and former landlord or property manager for the purpose of discussing any and all of the facts and circumstances of my current or former tenancy, as well as the other information listed above. I also give my permission to communicate with my current employer(s) and/or supervisor(s) for the purpose of verifying the employment information listed above. I understand there are no limitations or restrictions regarding what may be discussed or revealed. I am aware that a credit history, eviction search and criminal background check will be done in conjunction with my application. I understand that I may have the right to make a written request within a reasonable period of time to receive additional, detailed information about the nature and scope of this investigation.</p>			

(Signed/Applicant)

Date



**BILLING INFORMATION FOR APPLICATION FEE****CARD TYPE**
 VISA     MASTERCARD     AMERICAN EXPRESS
**NAME ON CARD****CARD NUMBER****EXPIRATION DATE**

/

**BILLING ADDRESS****CITY****STATE****ZIP CODE**

My signature below authorizes ON-SITE MANAGER, INC. (OSM), a credit screening company, to conduct a background check, including obtaining a consumer credit report. I understand that OSM will charge the above credit card for this service \$44.00 per applicant. I agree to pay for this charge according to the terms of my CardHolder Agreement.

As part of your rental application process, On-Site will create a rental report that accesses up to three types of information about you: 1) credit/financial records; 2) court records; and 3) personal references. Any negative, misleading, or unverifiable information may result in the denial of your application. In the event of a denial or other adverse action, you have a right to obtain a free copy of your rental report from On-Site, and to dispute the accuracy of any information appearing in it. You may contact On-Site Renter Relations by phone 1-877-222-0384; or mail at 2201 Lakeside Blvd., Richardson, TX 75082. For more information, visit [www.renterrelations.com](http://www.renterrelations.com).

---

 (Card Holder)

---

 Date


# RENTAL APPLICATION CRITERIA

## NON-DISCRIMINATION

**Garden Senior Village** ("Management") operates in accordance with the Federal Fair Housing Act, as well as all state and local fair housing and civil rights laws. We do not discriminate against any person based on race, color, religion, gender, national origin, age, sex, familial status, handicap, disability, veteran status, or any other basis protected by applicable state or local laws. The Rental Criteria below outlines some of the policies for this community with regard to standards that may be required by each applicant in order to be approved for residency.

## APPLICATIONS

All applicants must be of legal age. All parties 18 years of age or older are required to complete an application and pay any and all applicable fees. **Applications are to be completed in full; applications containing untrue, incorrect, or misleading information will be denied.** The application fee is non-refundable unless otherwise provided by state or local law.

## IDENTITY VERIFICATION

ALL applicants are REQUIRED to show at least one of any of the following forms of identification:

- Government issued identification such as military identification, driver's license or passport
- Age of majority card
- Birth certificate
- Social security card

## RENTAL SCORE

All applications are submitted to On-Site.com, a third-party rental applicant screening company. **All applications are evaluated based on a rental scoring system.** Rental scoring is based on real data and statistic statistical data such as payment history, quantity and type of accounts, outstanding debt, and age of accounts. Every applicant is treated objectively because each application is scored statistically in exactly the same manner.

The rental scoring system will compare your application to On-Site's database, and by evaluating those statistics and real data in accordance with pre-established criteria set by Management, On-Site will recommend one of the following:

- **Accepted.** The applicant will be accepted with the standard deposits and fees.
- **Accepted with Conditions.** Depending on the community's policy, the applicant may be given the option to pay an additional security deposit,
- **Denied.** The application will not be accepted. The applicant will be provided with contact information for the consumer reporting agencies that provided the consumer information.

## GUARANTORS/CO-SIGNERS

If On-Site recommends "Accepted with Conditions" or "Denial," a guarantor or co-signer may be considered. In this instance, the original applicant's application will be re-submitted along with the guarantor or co-signer's application. Applications for guarantors and co-signers processed through On-Site are also scored, but are typically held to a more stringent, pre-established screening standard because guarantors and co-signers are technically responsible for the payments for this residence, as well as their own place of residence.

## INCOME VERIFICATION

Written verification of income in an amount equal to **2.5** times the monthly rent per household will be required, along with any necessary supporting documents.

## RESIDENCE VERIFICATION

Management reserves the right to verify the applicant's residence history.

## CRIMINAL CHARGES/CONVICTIONS

Applicants charged convicted for certain felony and misdemeanor offenses may not be approved for residency, depending upon the pre-established criteria set by Management.

## EVICCTIONS

Applicants who have been a party to an eviction proceeding may not be approved for residency, depending upon the pre-established criteria set by Management.

## DENIAL POLICY

If your application is denied due to unfavorable information received on your screening report you may:

- Contact On-Site to discuss your application and identify any unfavorable information.
- Supply On-Site with proof of any incorrect or incomplete information.
- Request that On-Site re-evaluate and re-report your screening information and rental score to Management



### HOW YOU CAN IMPROVE YOUR RENTAL SCORE

Your rental score results from information found in your credit report, criminal history, references, and application data. Such information may include your history of paying bills and rent, the accounts you have, collections and delinquencies, income and debt.

Your rental score may change if the underlying information it is based upon changes. To improve your score, concentrate on paying your bills on time, paying down outstanding balances, and removing incorrect information. Your chances of approval may also improve if you apply for an apartment with lower monthly rent, or use a guarantor or co-signer if permitted by Management.

### HOW YOU CAN REMOVE INCORRECT INFORMATION

On-Site is committed to accuracy and will investigate any information you dispute. Contact our Renter Relations team at 1-877-222-0384. If you provide proof of your claim, we will promptly make appropriate adjustments. Download the form on our site for details.



# Qualification Criteria Standards ~ Affordable Housing II

- Rental History:** 6 months valid, verifiable rental history.  
*Valid means a written lease or month to month agreement. Rental history of less than 6 months may result in a conditional approval, requiring an additional deposit or Co-Signer. The recommendation will be dependent on credit history, employment history and income requirements.*
- Credit History:** At least 2 accounts established for 1 year in good standing.  
*Derogatory credit history (excluding medical debt and student loans) in excess of \$1500 may result in a conditional approval, requiring an additional deposit or Co-Signer. The recommendation will be dependent on rental history, employment history and income requirements.*
- Employment:** 6 months with current employer, continuous employment or guaranteed source of income for 12 months, which can be verified.  
*Employment of less than 6 months or lack of employment verification may result in a conditional approval, requiring an additional deposit or Co-Signer. The recommendation will be dependent on rental history, credit history and income requirements.*
- Income:** Verifiable income must equal no less than 2 times the rental amount.  
*Verifiable Income that is less than 2 times the rental amount may require a Cosigner. The recommendation will be dependent on rental history, credit history and employment history.*
- Social Security:** Applicant must have a valid, verifiable social security number and/or valid, verifiable work visa, alien registration receipt card, temporary resident card, employment authorization card number or other identification verifying eligibility to reside in the United States.  
*Falsification or lack of verification of any of these forms of identification will result in denial.*

## SECTION 8 APPLICANT CRITERIA:

All section 8 applicants are required to meet the same criteria as stated above with the exception that the applicant only need to meet income requirements for their portion of the rent. Recommendations will be made following the above set standards and will include the following notice: ***This recommendation is based on the standard for this Community. The applicant should verify with their own specific Section 8 requirements to determine eligibility for residency at this community.***

## SECTION 42 PROGRAM CRITERIA:

Household members must be able to provide verifiable income within the Section 42 program limits (as specified per property). Any additions to a household will require completing an application and Section 42 paperwork prior to residency being established. No adults, 18 years of age or older, will be allowed to join the household within the first 12 months of occupancy. Households made up entirely of full-time students are not eligible for the Section 42 program, except in certain instances.

## CO-SIGNER CRITERIA:

As a condition of approval, a Co-Signer may be required. A Co-Signer will be approved if all the qualifications below are met without exception. The co-signer will not qualify if any one of the criteria are not met without exception.

- |                        |  |
|------------------------|--|
| <b>Rental History:</b> | 12 months of valid, verifiable rental or mortgage history with no late payments.   |
| <b>Credit History:</b> | At least 4 accounts in good standing with less than \$500 in derogatory accounts.  |
| <b>Employment:</b>     | 12 months with current employer, continuous employment, or guaranteed source of income for 12 months, which can be verified. |
| <b>Income:</b>         | Verifiable income must equal no less than 4 times the rental amount.   |
| <b>Residence:</b>      | The co-signer must reside in the state of Washington.  |

## GROUND FOR DENIAL WILL RESULT FROM THE FOLLOWING (CONVICTIONS) ON ALL APPLICANTS:

- Verification that the household does not meet the eligibility requirements of the applicable affordable housing program(s)
- Verified unpaid eviction for financial reasons showing on credit report or confirmed with landlord
- Verified eviction within five years for non-financial reasons showing on credit report of confirmed with landlord
- Verified rental collection showing on credit report or confirmed with landlord
- May be denied for any open (non-discharged) bankruptcies
- Balance owing to landlord
- 3 or more noise complaints within a 6-month rental period
- 2 or more late payments and/or NSF checks within a 6-month rental period.
- Verification from a former landlord of failure to cooperate with applicable affordable housing program requirements
- Unverifiable social security number or proof of legal residency in United States, or falsification of either
- Falsification of rental application (including non-disclosure of criminal records)
- Breaking lease agreement that will result in collection filing

We do not automatically deny applicants based on criminal history. Rather, criminal history is considered based on the nature of the offense and time passed since the date of final disposition (e.g. applicant was released from prison, probation or parole). We limit consideration to those convictions, the dates of final disposition of which pre-date the report by no more than

seven years. Note that convictions for the following offenses may result in denial:

- |   |   |
|---|---|
| Murder (1st & 2nd)  | Kidnapping (all counts)                               |
| Manslaughter (1st degree)   | Theft (1st & 2nd degree)                              |
| Assault (1st, 2nd & 3rd degree)                                     | Burglary (1st, 2nd degree)                            |
| Vehicle Prowling (1st degree & Residential)                         | Robbery (1st & 2nd degree)                            |
| Malicious Mischief (1st degree)                                     | Rape (all counts)                                     |
| Child molestation (All counts)                                      | Rape of a child (all counts)                          |
| Possession with intent to Deliver illegal substance(s) (all counts) | Delivery or Sale of illegal substance(s) (All counts) |
| Possession with intent to Deliver (All counts)                      | Terror Related Activity                               |

Criminal conviction which results in a registered sex offender requirement and/or any sex offender registry requirement.

**FEE SCHEDULE:**

- Each adult (18 & over) applicant = \$44
- Co-Signer = \$44

**OCCUPANCY CRITERIA**

- Studio - 3 Occupants
- 1 Bedroom Unit - 3 Occupants
- 2 Bedroom Unit - 5 Occupants
- 3 Bedroom Unit - 7 Occupants
- 4 Bedroom Unit - 9 Occupants

\*If a household is approved for occupancy based on their screening report but then later found to be ineligible for the property's affordable housing program(s), the finding of ineligibility will constitute a reversal of the screening approval.

**We accept comprehensive reusable tenant screening reports as defined in RCW 59.18.030**