

APPLICANT SCREENING POLICY

If you'd like to apply for this rental, please submit an application. We review completed applications in the order they are received. Please note that we may need up to three business days to verify information on applications — and if the information cannot be verified, it may be denied.

Below is our applicant screening process:

Application

- An application is required for each adult applicant, unless joint applicants are married.
- Your application must be completed in full, or it will not be reviewed.
- Applicants must show one piece of identification including a photo.

Rental History

- Rental history from at least **2** prior landlords must be verifiable from unbiased/unrelated sources.
- Applications must include needed information to contact past landlords.

Income

- Net household income must be approximately **3** times rent.
- Income must be verifiable for the past **2** years to present, through contacting your employer, viewing pay stubs, current tax records or bank statements.

Credit/Criminal

- Owner/Agent may perform a credit report or tenant screening report, which generally consists of a credit report; public records report showing judgements, evictions and status of collections; and criminal records check.

APPLICATION TO RENT

(Sorry, we will not review incomplete applications)

FOR OWNER/AGENT'S USE

Rental Address: _____ Move-in Date: _____

Mo. Rent: _____ Amt. of Deposits: _____ Amt. of Fee(s): _____

If co-applicant is non-spouse, complete separate application for each. Confirmed Driver's License Photo.

How did applicant hear of vacancy? _____

PERSONAL INFORMATION

Full Name: _____ Phone: _____
First Middle Last

SS#: _____ Birth Date: ___/___/___ Driver License #: _____

Spouse: _____ Phone: _____
First Middle Last

SS#: _____ Birth Date: ___/___/___ Driver License #: _____

For identity purposes only, please list name(s) & ages of other person(s) to occupy residence:

Will applicant, or others, smoke inside the unit? _____

A credit and criminal records check may be performed on all applicants. Have you ever been evicted? Yes No.
Been sued by a landlord? Yes No. Filed bankruptcy? Yes No. Been convicted of a criminal offense? Yes No.

If yes to any of these, please explain: _____

INCOME/EMPLOYMENT HISTORY

1) Applicant's Employer: _____ From ___/___ to ___/___

Position: _____ Monthly Income: \$ _____

Supervisor: _____ Phone: _____

2) Applicant's Previous Employer: _____ From ___/___ to ___/___

Position: _____ Monthly Income: \$ _____

Supervisor: _____ Phone: _____

3) Spouse's Employer: _____ From ___/___ to ___/___

Position: _____ Monthly Income: \$ _____

Supervisor: _____ Phone: _____

4) Spouse's Previous Employer: _____ From ___/___ to ___/___

Position: _____ Monthly Income: \$ _____

Supervisor: _____ Phone: _____

5) Other sources of income: _____ Monthly Amount: \$ _____

RENTAL HISTORY

1) Current Address: _____ From ____/____ to ____/____
Reason for Leaving: _____ Rent: \$ _____
Landlord/Manager: _____ Phone: _____

2) Previous Address: _____ From ____/____ to ____/____
Reason for Leaving: _____ Rent: \$ _____
Landlord/Manager: _____ Phone: _____

3) Previous Address: _____ From ____/____ to ____/____
Reason for Leaving: _____ Rent: \$ _____
Landlord/Manager: _____ Phone: _____

EMERGENCY CONTACT

1) _____
Name Relationship Phone

2) _____
Name Relationship Phone

PERSONAL PROPERTY

List any pets (type, breed, size): _____

_____ Do any of the animals require reasonable accommodation? _____

List automobiles (make, year, license#): _____

SCREENING DISCLOSURE(S)

Upon receipt of rental application, owner/agent may obtain a screening or credit report to determine applicant's or proposed tenant's credit history, current obligations and credit rating, as well as search public records to determine whether the applicant or proposed tenant has been convicted of any crime within the previous 10 years. A conviction or convictions for any felony or misdemeanor may be grounds for denial of the rental application.

Applicant _____ Date _____ Spouse _____ Date _____

Please return to:
K Dunn • 296 E. 5th Ave., 5th Floor • Eugene, OR 97401 • ph 541-517-5878 • fx 541-302-7719 • 4RentEugene.com