

APPLICATION FOR RENTAL / CREDIT / CRIMINAL INFORMATION

One Person Per Application // Application Fee (nonrefundable) \$35.00

Colonial East Apartments
5100 Plomondon Vancouver WA 98661
(360) 694 1327 / TXT (360) 836 1261 /info@colonialeast.net

Office Use Only.
Date Turned in by Applicant
...../...../.....

Property to be rented: 1 or 2 bedroom or Roommate #.....Desired move in date:..... How did you find us?.....
Floor Preference:1st floor,2nd floor,No Preference Would you accept a different floor than your preference? Yes / No

Legal / Criminal.

Have you ever been evicted? Yes / No Are you a Sexual Offender? Yes / No Have you ever been convicted of a felony? Yes / No
Have you or other person on this application ever been convicted for dealing, possessing, or manufacturing illegal drugs? Yes / No

Personal Info. (One Person Per Application)

Name:.....Date of Birth:
Social Security/ITIN #..... Phone:.....
Cell Phone:.....Email :.....

Residency.

Present Address:.....Apartment No:..... Is it an apartment or a house? (circle one)
City.....State.....Zip..... Date of residence:/...../..... to/...../.....
Present Landlord:.....Apts. Name.....Phone:
Management Company..... City.....State.....Zip.....
Are you on the lease? Yes / No Monthly Rent \$..... Landlord Email.....
Why are you vacating your present place of residence?

Former Address:.....Apartment No:..... Is it an apartment or a house? (circle one)
City.....State.....Zip..... Date of residence:/...../..... to/...../.....
Former Landlord:.....Apts Name.....Phone:
Management Company..... City.....State.....Zip.....
Were you on the lease? Yes / No

Income Info

Monthly Gross Income\$.....
Present Employer:.....How Long:.....Phone:.....City.....State.....
Former Employer:.....How Long:.....Phone:.....City.....State.....
Other Income (i.e. grants, aid, child support, etc...).....
.....Case Worker(s) Phone No.....

Other.

Nearest Relative or Emergency Contact:.....
City.....State.....Zip.....Phone:.....Email.....
Personal / Character Reference:.....
City.....State.....Zip.....Phone:.....Email.....

Multifarious. Have you ever.

Willfully or intentionally refused to pay rent when due? If yes why? YES / NO

Paid rent late? Yes /no If yes why?.....

Been evicted from a tenancy or left owing money? If yes, where? YES / NO

Been convicted of a crime? If yes, what crime & where. YES / NO

Have you been released from prison within the last 365 days? YES / NO

Broken a lease? If yes why? YES ? NO.....

Have you ever been served 3, 10 or 20, or 60 day notices? If yes, why? YES / NO.....

Occupants.	Name.	Age.

I understand the above information is given in order for you to inquire on and determine my rental, work history and credit standing. I authorize you to request a credit & criminal report. I understand that my information may be shared to obtain references or to collect debts . I understand that if I disagree with the report, I have the right to consult the reporting company. I give permission to my employers, landlords, & case managers past and present to speak to Colonial East about all phases of my employment, residency, legal status and mental health. I also acknowledge that if approved by the owner or agent, the above named are the only occupants to maintain residency. I certify that the forgoing information is true and accurate. I have read & understand the Move-In criteria. I understand that if I lie or give misleading answers I will not be approved to tenancy of cosginer-ship.

Print Name:.....

Signature:.....

General information.

1 bedroom \$600 & \$610 \$100 Non-refundable move in fee \$300 Refundable Deposit
2 bedroom \$710 \$100 Non-refundable move in fee \$300 Refundable Deposit
Pet Costs: An additional Deposit of \$250.00 + \$25.00 per month is required
Tenant Pays for Electricity // Utilities included in the rent: Water / Sewer / Garbage

Income must be at least twice the rent per month.

Instructions.

Please fill out the application completely, sign and date. When returning application, please have available:

- \$35 nonrefundable application fee
- Current picture I.D.
- Social Security card
- Proof of income (grant letter, check stub, tax return, bank statement etc...)
- Tenant-provided reusable screening reports will not be allowed / used indetermining eligibility as a tenant / cosigner.

Your Application will not be processed until all of the following are provided to us. Not providing all of the following may delay your application from being approved, which may greatly delay your move in date.
Incomplete applications will not be processed.

If your scheduled move to one of our apartments (excluding transfers) is longer than 30 days, you will need to make a holding deposit of \$150 with in 72 hours of your approval as a tenant(s).

Move In Criteria for Colonial East Apartments

We process all applications on a first come, first serve, basis. The rental application fee of \$35.00 is non-refundable

I. Application Requirements. Positive Government Issued Picture I.D., Social Security Card, & Proof of Income are required for each applicant. Each applicant must pay the application fee and qualify individually, except for income, income is cumulative. The application must be completely filled out and signed by each applicant. The application fee's must be paid prior to processing the rental application. The Applicant must be at least 18 years old.

II. Credit History. Applicant(s) must have a credit report which reflects a favorable payment history. Applicant(s) with little, blemished or no credit history, or applicants with past bankruptcies will be considered in the application process, assuming that they meet all other qualifying guidelines.

III. Income & Employment: Applicant's employment must be verified by applicant submitting copies of their paycheck stubs. Proof of retirement benefits, grant letter, disability income or full time student status is required. If an applicant is self employed that applicant must provide the last 2 years income tax returns. The Applicant gross income must be at least 2 times the rent per month. Income shall be considered combined between applicants. Proof of income must be no old than 30 days. If you have a trust / bank balance & no regular monthly income you must have at least \$5,000.00 in the bank for a period of six month or greater. You will need to pay 4 months of rent upon move in.

IV. Rental History. No minimum length of rental history is required for an approval. Poor landlord references are possible grounds for denial. NO Evictions in the last 2 years (except in certain cases as in fleeing domestic violence, divorce etc...) An applicant will be disqualified if that applicant has had 3 or more evictions in the last 7 years. Evictions for purely financial reasons maybe abated with a qualifying co-signer(s). If an outstanding debt to a former landlord exists & then is paid, the applicant will be considered for residency. If you were a home owner you must provide information about your home rental or home ownership payments for the past 2 years. Rental history reflecting property damage of more than \$750.00 will result in denial.

V. Approved with Conditions. Some applicants with unverifiable income, **repeated late payments**, unreachable landlord references may result in higher security deposit requirements. The security deposit requirements for such situations is \$500.00 this charge may apply when adding roommates.

VI. Co-Signers. All co-signers must complete & pass the screening process by meeting all of the Rental Criteria, filling out, and paying for the application in addition to completing the Co-Signer Agreement. Co-signers are required gross income must be at least 5 times the amount of rent per month.

VII. Criminal History. Applicants / Co-signers with drug, drug related, sexual offenses, or violent felony convictions will not be considered for residency or as Co-signers. Applicants who have committed a theft crime or burglary within the previous 5 years will not be considered for residency or as co-signers. Applicants who have been recently release from prison will not be considered as tenants or co-signers until they have lived for 365 days outside of the prison. Applicants with animal related crimes will not be considered for tenancy.

VIII. Dishonesty / Misinformation. Lies, deceptive, or otherwise misleading information given on an application, will result in an automatic denial for residency or as a Co-Signer.

IX. Validity Period. Approved applications remain in good standing for a period of 90 days from the approval date. If the lease is not signed and/or the applicant fails to occupy an apartment within that (90 day) time period, the application may need to be re-submitted for verification and approval and a new application fee must be paid. Applicant must have a valid current driver's license, or another form of government issued photo identification.

X. Confidentiality. We maintain a strict policy of confidentiality and privacy for our applicants and residents. We do not discuss information on applications with anyone other than the applicant. In addition, we do not discuss individual credit reports with an applicant. If you would like to discuss or dispute any information contained in your credit report, you will need to contact the consumer-reporting agency in which the report derived. We will provide you with the name and address of that consumer-reporting agency upon request.