



## **LA VERDE APARTMENTS**

1201 A Del Mar CT. Richland, WA 99354

PH :( 509)946-5850 Fax :( 509)946-8834

E-mail:[laverdeleasing@gresinc.com](mailto:laverdeleasing@gresinc.com)

### **APPLICATION AND SECURITY DEPOSIT(S)**

The application fee per screening is \$45.00 (made out to the property). When applying, a \$50.00 down payment is required to secure a unit. Upon the approval of all applicants, the down will be applied to the required security deposit. If the approved applications do not take possession of the unit by the date stipulated, the \$50.00 is forfeited.

**Level A: \$400.00**

**Level B: \$600.00**

**Level C: Equal to one month rent**

**Cat/Dog- \$500.00 per animal (animal specific)**

#### **Security Deposit Guidelines**

Full Payment of the amount indicated by the level of acceptance according to the applicant's screening results must be paid prior to occupancy of the apartment. The security deposit amount will be held in a trust account and will be applied to any damages beyond normal wear and tear or monies owing after the resident vacates the unit. Any amount of the security deposit not applied will be refunded after move-out pursuant to the applicable state law.

The apartment, upon move out, must be left in good condition, allowing for normal wear and tear. In addition, resident is responsible for any painting or cleaning costs if the unit is occupied for less than one (1) year. If the unit is occupied for one (1) year or more, the property will assume the costs associated with customary painting and customary cleaning. The resident is responsible for any painting and cleaning costs beyond the customary.

Carpets will be professionally cleaned upon move out and the resident is responsible for this cost which shall be deducted from the security deposit account no matter the length of residency.

Any damages and/or costs associated with returning the unit to its original condition shall be deducted from the security deposit account. Any charges in excess of the security deposit will be directed to QRES Recovery for collection.

#### **Welcome Cats and Dogs (fish up to 15 gal. tanks) Please read the following carefully:**

For the safety of all residents and their animals, the following is required **BEFORE** any animal enters an apartment or is added to a lease agreement. Up to 2 animals (any combination) that are:

- \* Spayed/neutered
- \* Have current vaccinations
- \* Current photo of the animal(s)
- \* Signed addendums
- \* Documented on Insurance
- \* Scheduled pre-interview to check for aggression and interaction

#### **Refundable deposit of \$500.00 ea. (animal specific)**

**\*Monthly cat rent is \$20.00**

**\*Monthly dog rent is \$35.00**

## INSURANCE REQUIREMENTS

\*\*\*This affects your Residency & Renewal\*\*\*

### Stuff Happens – Are you prepared?

La Verde Apartments requires all residents to obtain Liability Insurance of at least \$100,000 through the duration of the lease contract. Fire, water damage, and theft are all situations we hope will not affect us, but they can. If an accidental loss does occur, will you be guarded against a financial loss that could dramatically alter your life? You are responsible for damage to your apartment that you or your guests may cause,

In addition, you are strongly encouraged to obtain Personal Property Insurance through the duration of your lease contract. If your jewelry, computer, furniture, or other valuable items were stolen or damaged, could you afford to replace them? Your liability and possessions are not covered by our community's insurance policy.

Once you obtain coverage from an insurance carrier, you will be required to furnish a Declaration Page of coverage for each resident. The Declaration Page must reflect your current address, the name of your insurance company, the policy number, and the effective and expiration dates of your policy that must be current.

*If you are renewing, management must be in receipt of a lease renewal letter and acceptable Declaration Page of Insurance Coverage to generate a new lease for you.*

In addition, you MUST add our property as "Interested Party" or "Certificate Holder" so that we may be notified of changes to your policy or policy renewal. This will also enable us to verify coverage at anytime during your tenure with our property. *Under no circumstances add our property as "Additional Insured."*

A resident of this community is in violation of the lease agreement if coverage is not in place during the entire term of the lease agreement.



**MULTIFAMILY NW**  
The Association Promoting Quality Rental Housing

**WASHINGTON RENTAL APPLICATION**

TO BE COMPLETED BY EACH ADULT APPLICANT

ALL UNITS  
SUBJECT TO  
AVAILABILITY



**QUANTUM**



OFFICE USE ONLY

NEW MOVE-IN     OCCUPANT TURNING 18     ADD/REMOVE ROOMMATE     TRANSFER

PROPERTY NAME / NUMBER La Verde Apartments

UNIT NUMBER \_\_\_\_\_ ADDRESS \_\_\_\_\_

DATE UNIT WANTED \_\_\_\_\_ UNIT RENT \$ \_\_\_\_\_ NON-REFUNDABLE SCREENING CHARGE \$ \_\_\_\_\_

OWNER / AGENT Rachel McGraw PHONE (509) 946-5850

OWNER / AGENT ADDRESS 1201-A Del Mar Ct. Richland, WA 99354

COMPREHENSIVE REUSABLE TENANT SCREENING REPORT IS  ACCEPTED  NOT ACCEPTED BY THIS PROPERTY (IF NOTHING IS CHECKED, IT IS NOT ACCEPTED). IF A COMPREHENSIVE REUSABLE TENANT SCREENING REPORT IS ACCEPTED, OWNER/AGENT MAY ACCESS ITS OWN TENANT SCREENING REPORT REGARDING YOUR APPLICATION AS LONG AS YOU ARE NOT CHARGED FOR OWNER/AGENT'S OWN TENANT SCREENING REPORT.

SMOKING POLICY:  SMOKING ALLOWED - ENTIRE PREMISES     SMOKING PROHIBITED - ENTIRE PREMISES

SMOKING ALLOWED IN LIMITED AREAS (ASK MANAGEMENT FOR DETAILS)

IF CHECKED, RENTER'S INSURANCE WILL BE REQUIRED

IF CHECKED, RENTER'S INSURANCE WILL BE REQUIRED IF

MINIMUM INSURANCE AMOUNT \$ 100,000.00 (MAX 1000 IF LEFT BLANK)

APPLICANT FULL LEGAL NAME \_\_\_\_\_

EMAIL \_\_\_\_\_

PREVIOUS NAMES, ALIASES OR NICKNAMES USED \_\_\_\_\_

DATE OF BIRTH MM/DD/YYYY SOC SECURITY # \_\_\_\_\_

APPLICANT PHONE ( ) \_\_\_\_\_

GOVERNMENT ISSUED PHOTO ID TYPE \_\_\_\_\_

/ STATE \_\_\_\_\_ EXP DATE MM/DD/YYYY

CURRENT STREET ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

DATE YOU MOVED IN MM/DD/YYYY

CURRENT LANDLORD NAME \_\_\_\_\_

LANDLORD PHONE ( ) \_\_\_\_\_

LANDLORD EMAIL \_\_\_\_\_

LANDLORD FAX ( ) \_\_\_\_\_

STREET ADDRESS (OR APARTMENT NAME) \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

APPLICANT FORMER STREET ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

FROM MM/DD/YYYY TO MM/DD/YYYY

FORMER LANDLORD NAME \_\_\_\_\_

LANDLORD PHONE ( ) \_\_\_\_\_

LANDLORD EMAIL \_\_\_\_\_

LANDLORD FAX ( ) \_\_\_\_\_

STREET ADDRESS (OR APARTMENT NAME) \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

OTHER STATES AND COUNTIES YOU HAVE LIVED IN DURING THE PAST 5 YEARS \_\_\_\_\_

CURRENT EMPLOYER \_\_\_\_\_

PHONE ( ) \_\_\_\_\_

HR EMAIL \_\_\_\_\_

HR FAX ( ) \_\_\_\_\_

STREET ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

POSITION \_\_\_\_\_

HOW LONG? \_\_\_\_\_ GROSS MONTHLY INCOME \$ \_\_\_\_\_

OTHER MONTHLY INCOME: SOURCE \_\_\_\_\_

\$ \_\_\_\_\_ / SOURCE \_\_\_\_\_ \$ \_\_\_\_\_

ARE YOU SELF-EMPLOYED?  YES  NO

PREVIOUS  ADDITIONAL EMPLOYER

PHONE ( ) \_\_\_\_\_

HR EMAIL \_\_\_\_\_

HR FAX ( ) \_\_\_\_\_

STREET ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

POSITION \_\_\_\_\_

HOW LONG \_\_\_\_\_ IF ADDITIONAL EMPLOYER: GROSS MONTHLY INCOME \$ \_\_\_\_\_

APPLICANT

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OTHER OCCUPANTS

NAME	DATE OF BIRTH	MAKE	MODEL	COLOR	STATE	LICENSE PLATE #	OWNER
	MM DD YYYY						
	MM DD YYYY						
	MM DD YYYY						
	MM DD YYYY						
	MM DD YYYY						

VEHICLES

IF CHECKED PETS ARE NOT ALLOWED AT THIS PROPERTY

IF CHECKED PETS ARE ALLOWED SUBJECT TO APPROVAL BY MANAGEMENT HOW MANY PETS WILL BE RESIDING IN THIS UNIT?

NAME	TYPE	BREED	AGE	WEIGHT
NAME	TYPE	BREED	AGE	WEIGHT
NAME	TYPE	BREED	AGE	WEIGHT

DO YOU INTEND TO USE  WATERBED  AQUARIUM  MUSICAL INSTRUMENT

DO YOU HAVE RENTER'S INSURANCE?  YES  NO

EMERGENCY CONTACT

PHONE ( )

ADDRESS

CONTACT IN CASE OF DEATH

PHONE ( )

ADDRESS

HAVE YOU EVER BEEN EVICTED OR ARE YOU CURRENTLY IN THE EVICTION PROCESS?  YES  NO IF YES, DATE

MM/DD/YYYY

HAVE YOU EVER FILED FOR BANKRUPTCY OR ARE YOU CURRENTLY IN THE BANKRUPTCY PROCESS?  YES  NO IF YES, DATE

MM/DD/YYYY

HAVE YOU EVER HAD A HOME FORECLOSED ON OR ARE YOU CURRENTLY IN THE FORECLOSURE PROCESS?  YES  NO IF YES, DATE

MM/DD/YYYY

HAVE YOU OR ANY OTHER PERSON WHO WILL BE OCCUPYING THE UNIT EVER BEEN CONVICTED OF, OR PLED GUILTY OR NO CONTEST TO, ANY FELONY

OR MISDEMEANOR?  YES  NO IF YES WHO

WHERE

WHEN

MM/DD/YYYY

WHAT

WHY ARE YOU VACATING YOUR PRESENT PLACE OF RESIDENCE?

HAVE YOU GIVEN LEGAL NOTICE WHERE YOU NOW LIVE?  YES  NO

HOW DID YOU HEAR ABOUT OUR PROPERTY?

Owner/Agent has charged a screening charge as set forth above. Owner/Agent may obtain a consumer credit report and/or an investigative Consumer Report which may include the checking of the applicant's credit, income, employment, rental history, and criminal court records and may include information as to his/her character, general reputation, personal characteristics, and mode of living. You have the right to request additional disclosures provided under Section 605 (b) of the Fair Credit Reporting Act, and a written summary of your rights pursuant to Section 609(c). You have the right to dispute the accuracy of the information provided to the Owner/Agent by the screening company or the credit reporting agency as well as complete and accurate disclosure of the nature and scope of the investigation. In the event of a denial or other adverse action, you have a right to obtain a free copy of the consumer report from the Screening Company or Credit Reporting Agency.

SCREENING COMPANY OR CREDIT REPORTING AGENCY

COMPANY NAME REACS

PHONE (360) 905-0110

ADDRESS 601 E. 16<sup>th</sup> St. Suite A

EMAIL REACS@QRENTAL.COM

If the application is approved, applicant will have \_\_\_\_\_ hours from the time of notification to either, at Owner/Agent's option, execute a rental agreement and make all deposits required thereunder or make a deposit to hold the unit and execute a Deposit to Secure Occupancy which will provide for the forfeiture of the deposit if applicant fails to occupy the unit. If applicant fails to timely take the steps required above, he/she will be deemed to have refused the unit and the next application for the unit will be processed.

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. I understand that if any information supplied on this application is later found to be false, this is grounds for termination of tenancy. I have received and read the Owner/Agent's rental criteria and I understand that failure to meet any of the criteria may result in denial of my application.

APPLICANT X

DATE

MM / DD / YYYY

PICTURE I.D. VERIFIED BY

INITIALS

OWNER/AGENT X

DATE RECEIVED

MM DD YYYY

TIME RECEIVED

OWNER/AGENT NOTES

OTHER

SCREENING

SIGNATURE

RESIDENT

MANAGER

PREP

RENTAL APPLICATION • PAGE 2

## CONVENTIONAL RENTAL CRITERIA FOR RESIDENCY

### RENTAL SCORING

Quantum Residential uses a score based system to evaluate potential residents. The rental scoring process provides an objective and consistent review of relevant applicant information allowing for real time approvals or denials of rental applications.

Rental score results are from a mathematical analysis of information found in your consumer credit report, application, and previous rental history. The consumer credit report may include payment history, number and type of accounts, collection activity, outstanding debt, and inquires. In addition, the rental scoring process may consider information such as income to rent ratio, previous eviction and subprime credit records. Note that your rental score does not include or otherwise reflect any criminal records. The rental score represents an estimated risk level as compared to other applicants. Rental scores, much like credit scores, represent a range of numbers. The higher the number the lower the risk level, and conversely, the lower the number the higher the risk. Because your rental score is based upon real data and statistics, it is more reliable than subjective methods of evaluating your information.

### WHAT FACTORS CAN NEGATIVELY IMPACT YOUR ABILITY TO BE APPROVED?

- Credit history, quality and quantity – Credit score of overall credit history and ability to pay
- Income – Under 3 times the monthly rent
- High debt load – If your debt load is equal to or higher than your monthly income.
- Payment behavior – late bill payments and not paying down outstanding balances.
- Collection accounts – utility, apartment, and other housing related collections; excluding medical debt.
- Bankruptcies – whether bankruptcy has been discharged, was debt reduced and has behavior improved.
- Landlord/Tenant – court filings or evictions for failure to pay rent and/or other judgements in favor of apartment companies, debt owed to current or previous landlord/property management company
- Consumer subprime credit – payday loans, renter purchase stores, subprime auto loans, etc.
- Criminal records – a list of previous criminal convictions. Note that while criminal records are not reflected in the rental score itself, they may impact the landlord's or property management company's decision.

### OCCUPANCY POLICY

1. Occupancy is based on the number of bedrooms in a unit. (A bedroom is defined as a habitable room that is intended to be used primarily for sleeping purposes, contains at least 70 square feet and is configured so as to take the need for a fire exit into account.)
2. The general rule is two persons are allowed per bedroom. Owner/Agent may adopt a more liberal occupancy standard based on factors such as size and configuration of the unit, size and configuration of the bedrooms, and whether any occupants will be infants.

### GENERAL STATEMENTS

1. Current, positive, government-issued photo identification that allows Owner/Agent to adequately screen for criminal and/or credit history will be required.
2. Each applicant will be required to qualify individually or as per specific criteria areas.
3. Inaccurate, incomplete or falsified information will be grounds for denial of the application.
4. Any applicant currently using illegal drugs will be denied. If approved for tenancy and later illegal drug use is confirmed, termination shall result.
5. Any individual whose tenancy may constitute a direct threat to the health and safety of any individual, the premises, or the property of others, will be denied tenancy.

### INCOME REQUIREMENTS

1. "Monthly stated rent" for applicants with local, state or housing assistance as a source of income is defined as the applicant's portion of the rent only and does not include rent paid by the assistance program.
2. Monthly income must be from a verifiable, legal source.
3. All sources of income, as defined by local and state law, will be considered.

### EVICTION HISTORY CRITERIA

Five years of eviction-free history is required. Eviction actions that were dismissed or resulted in a judgement for the applicant will not be considered.

### RENTAL HISTORY REQUIREMENTS

1. Twelve months of verifiable contractual rental history from a current unrelated, third party landlord, or home ownership, is required. Less than twelve months verifiable rental history will require an additional security deposit or acceptable guarantor.
2. Three or more notices for nonpayment of rent and/or dishonored checks within one year will result in denial.
3. Any past due and unpaid balances to a landlord, and/or three or more noise disturbances or other violations of the rental agreement or rules will result in denial of the application.

### CRIMINAL CONVICTION CRITERIA

Upon receipt of the Rental Application and screening fee, Owner/Agent will conduct a search of public records to determine whether applicant or any proposed resident or occupant has a "Conviction" (which means: charges pending as of the date of the application; a conviction; a guilty plea; a no contest plea), for any of the following crimes: drug-related crime; person crime; sex offense, crime involving financial fraud, including identity theft and forgery, or any other crime if the conduct for which applicant was convicted or is charged is of a nature that would adversely affect the property of the landlord or a tenant or the health, safety or right of peaceful enjoyment of the premises or residents, the landlord or the landlord's agent. Owner/Agent will not consider a previous arrest that did not result in a conviction or expunged records.

If applicant, or any proposed occupant, HAS a conviction in their past which would disqualify them under these criminal conviction criteria, and desires to submit additional information to the property along with the application so that the community can engage in an individualized assessment (described below) upon receipt of the results of the public records search and prior to a denial, applicant should do so. Otherwise, applicant may request the review process after denial as set forth below, however, see item (C) under "Criminal Conviction Review Process" below regarding holding the unit.

A single conviction for any of the following, subject to the results of any review process, shall be grounds for denial of the Rental Application.

- a) Felonies involving: murder, manslaughter, arson, rape, kidnapping, child sex crimes, or manufacturing/distribution of a controlled substance.
- b) Felonies not listed above involving: drug-related crime; person crime, sex offense; crime involving financial fraud, including identity theft and forgery; or any other crime if the conduct for which applicant was convicted or is charged is of a nature that would adversely affect property of the landlord or a tenant or the health, safety or right of peaceful enjoyment of the premises of the residents, the landlord or the landlord's agent, where the date of disposition has occurred in the last 7 years.
- c) Misdemeanors involving: drug-related crimes, person crimes, sex offenses, domestic violence, violation of a restraining order, stalking, weapons, criminal impersonation, possession of burglary tools, financial fraud crimes, where the date of disposition has occurred in the last 5 years.
- d) Misdemeanors not listed above involving: theft, criminal trespass, criminal mischief, property crimes or any other crime if the conduct for which applicant was convicted or is charged is of a nature that would adversely affect property of the landlord or a tenant or the health, safety or right of peaceful enjoyment of the premises of the residents, the landlord or the landlord's agent, where the date of disposition has occurred in the last 3 years.
- e) Conviction of any crime that requires lifetime registration as a sex offender, or for which applicant is currently registered as a sex offender, will result in denial.

#### CRIMINAL CONVICTION REVIEW PROCESS

Owner/Agent will engage in an individualized assessment of the applicant's, or other proposed occupant's convictions if applicant has satisfied all other criteria (the denial was based solely on one or more convictions) and

- (1) Applicant has submitted supporting documentation prior to the public records search, or
- (2) Applicant is denied based on failure to satisfy these criminal criteria and has submitted a written request along with supporting documentation. Supporting documentation may include:
  - a. Letter from parole or probation office
  - b. Letter from caseworker, therapist, counselor, etc.
  - c. Certifications of treatments/rehab programs
  - d. Letter from employer, teacher, etc.
  - e. Certification of trainings completed
  - f. Proof of employment, and
  - g. Statement of the applicant

Owner/Agent will:

- A. Consider relevant individualized evidence of mitigating factors, which may include: the facts or circumstances surrounding the criminal conduct, the age of the convicted person at the time of the conduct, time since the criminal conduct, time since release from incarceration or completion of parole, evidence that the

individual has maintained a good tenant history before and/or after the conviction or conduct; and evidence of rehabilitation efforts. Owner/Agent may request additional information and may consider whether there have been multiple convictions as part of this process.

- B. Notify applicant of the results of Owner/Agent's review within a reasonable time after receipt of all required information.
- C. Hold the unit for which the application was received for a reasonable time under all the circumstances to complete the review unless prior to receipt of applicant's written request (if made after denial) the unit was committed to another applicant.