The following applies to normal rentals requiring first month’s rent, deposit and pet fee/rent paid in advance prior to occupancy.

If you do not meet these qualifications, you may contact the office to discuss your details — depending on your situation, owner/agent may impose additional requirements or conditions to your rental (increased deposit, additional rules, etc.) or deny your application at the owner/agent’s sole discretion.

If you have specific questions, please call the office

Cheri Warner 253-224-4375 or Lorraine Gakin at 253-230-3338.

**Rental Criteria:**

Applicant may be denied for providing false, inaccurate or misleading information or for submitting an incomplete application. If you don’t believe that you qualify based on these criteria, please request an interview with the manager prior to applying. Unless approved for a special program based on your circumstances in advance, your application may be denied for any of the following reasons:

Portable or tenant supplied screening reports will not be accepted.

**Identification & Income:**

• Failure to provide valid government issued Identification for all adults planning to reside at unit.

• Lack of proof of income

• Monthly household income less than Three (3) times the Tenant’s portion of the advertised rent amount.

**Credit History:**

• Credit score below 640

• Open bankruptcy

• Bankruptcy dismissed or discharged within the past 24 months

• Judgment or collection for unpaid rent

• Judgment or collection for damage to rental unit

• Other Judgments or collections: [X] Medical disregarded [X] Student loans disregarded

• Foreclosure in the past 24 months

• Past due mortgage

• Tax lien

**Criminal History**

We perform an individualized assessment of any adult with criminal convictions to determine whether a business reason exists to deny tenancy. We consider the nature and severity of the offense, the number and type of convictions, the time that has elapsed since the conviction, evidence of good tenant history before and after conviction, any additional information showing rehabilitation, good conduct, or other factors that you would like us to consider.

**Eviction and Judgment**

□ Eviction (Unlawful Detainer Action) filed in the past 60 months

□ Judgment or collection for unpaid rent

□ Judgment or collection for damage to rental unit

 **Rental History**

□ Unverifiable rental history

□ Less than 36 months of rental history (on a case by case basis)

□ Unfulfilled lease obligation(s)

□ Current or past balance owing for deposit, rent, fees or damages

□ Eviction pending

□ 1 or more eviction within a 60-month period

□ 1 or more late payments within a 12-month period

□ 1 or more NSF checks in a 12-month period

□ 1 or more complaints in a 12-month period

□ Unauthorized pet(s)

□ Unauthorized occupant(s)

□ Damage to the property

**Other:**

□ Inability to establish utility services in the name of the tenant(s) on day of move in.

□ Inability to obtain Renter’s Insurance which is required of all tenants.

□ Falsification of any information reported on application form.

□ Inability to verify information provided

□ Incomplete rental application form

□ Failure to provide any requested or missing data within 1 business day of being notified of the need for the information.

□ Inability to move in or start tenancy on the advertised available date of the rental.

□ Inability to pay the required move in fees, deposits and full first month’s rent on agreed starting date.

If your application is denied the owner/manager is required to provide you with a written notice of adverse action that states, the reason(s) for taking adverse action (RCW 59.18.257). You have the right to dispute the accuracy of the information in the tenant screening report. You have the right to a free copy of your tenant screening report. To dispute the accuracy of your tenant screening report or to request a free copy of your tenant screening report please submit your request in writing with a copy of your photo ID to:

revised date 10/2023