

**Notice to Applicants for Tenancy  
Resident Acceptance Policies/Criteria and Consumer Reports**

**Does Landlord/Property Management Company accept Portable Tenant Screening Report? :**

Yes    or     No

In compliance with Washington State's Fair Tenant Screening Act of 2012, and the Fair Credit Reporting Act (FCRA), this is to inform you that an investigation involving the statements made on your rental application for tenancy will be initiated. You authorize the Landlord/Manager to obtain credit reports, court records (civil, criminal, arrest), character reports, employment, bank and rental references as needed to verify all information and names put forth on the rental application.

The company(s) below may be requested to provide information about your history and takes no part in making the decision to accept or reject your rental application. They are unable to supply you with specific reasons why the decision was made. You have a right under the Fair Credit Reporting Act to know the information contained in your credit/consumer file at the consumer-reporting agency. You have a right to a free copy of your report from the reporting agency, if you request it no later than 60 days after you receive this notice. In addition, if you find that any information contained in the report you receive is inaccurate or incomplete, you have the right to dispute the matter with the reporting agency.

- **Credit Information:** TransUnion Consumer Relations, 2 Baldwin Place, PO Box 1000, Chester, PA 19022. Phone: 800-888-4213 or TransUnion Consumer Relations, PO Box 390, Springfield, PA 19064. [www.transunion.com/myoptions](http://www.transunion.com/myoptions)
- **Nationwide Criminal/Sex Offenders/Evictions:** TransUnion Vantage Data, 5889 S. Greenwood Plaza Blvd, #201, Greenwood Village, CO 80111 (800)-568-5665
- **LexisNexis Screening Solutions**, PO Box 105108, Atlanta, GA 30348 1-800-845-6004 (**Score Recipients Only**)

PLEASE READ BEFORE APPLYING. YOU MAY BE DECLINED BASED ON THE FOLLOWING CRITERIA:

- Omit or report false information on the rental application
- Charged or conviction of a crime or felony in the last 7 years (defined under RCW 9.41.010)
- Current illegal or controlled substance abuser
- Registered Sex Offender
- Possess no state issued identification (Driver's License, Passport or ID). Photo identification required.
- High Debt to Income ratio
- Unverifiable or insufficient income or too much debt.
- Unpaid utility bills or collections totaling \$\_\_\_\_\_ or more (excluding medical)
- Not gainfully employed for more than 12 months. No temporary employment.
- Insufficient or adverse rental history. Eviction or unlawful detainer in last \_\_\_\_\_ years.
- Currently in bankruptcy or a recent bankruptcy in last \_\_\_\_\_ years.
- No Pets (If pets are allowed, size, quantity and type addressed in a Pet Addendum)
- No Smoking on premises (inside or outside unit)
- No subleasing, including roommates. You, and each adult, must apply.
- Number of occupants (It's against Washington State law to discriminate based on family status. Nothing in HUD guidelines should be interpreted to invalidate this)

You are encouraged to apply; however, you are not required to if you feel you may be declined based on the above criteria. A non-refundable fee (specified on the application) will be assessed to process the application. Fees go towards reporting agency reports, long distance phone charges; time spent calling past and present landlords, employers and other references. Prospective residents will be notified as soon as possible regarding their application approval or denial. Questions regarding the application process can be addressed to owner, resident manager or agent for the property. Thank you for your time and consideration.

## Golf Club Apartments Income Criteria

Note: Our income criteria are NOT based on rent/income ratio. Instead, they are based on income as specified below.

Building 1130, 1134, 1138

	rent	utility	income to qualify
1 bed	\$ 1,245	\$ 70	\$ 3,300
2 bed	\$ 1,345	\$ 80	\$ 3,600
3 bed	\$ 1,595	\$ 90	\$ 4,300

Building 1212, 1225

	rent	utility	income to qualify
1 bed	\$ 1,525	\$ 70	\$ 4,000
2 bed/1 bath	\$ 1,690	\$ 75	\$ 4,450
2 bed/2 bath	\$ 1,790	\$ 80	\$ 4,700
3 bed	\$ 2,090	\$ 90	\$ 5,900

(updated as of 9/15/2021, latest figures may differ, call for details)

**LANDLORD INFORMATION:**

Select WLA Office Location:

- EVERETT (If yes, landlord fax application to 425-353-7132 or email to everett@walandlord.com)
- BREMERTON (If yes, landlord fax application to 360-479-5611 or email to bremerton@walandlord.com)
- OLYMPIA (If yes, landlord fax application to 360-252-6803 or email to olympiaoffice@walandlord.com)

Landlord Name:		Results: <input type="checkbox"/> Email <input type="checkbox"/> FAX <input type="checkbox"/> Walk-In		<b>LANDLORD ONLY:</b> Non Refundable Fee: \$ _____ Rent \$ _____ Lease: 6mo <input type="checkbox"/> 1yr <input type="checkbox"/> Month to Month: <input type="checkbox"/> Deposit \$ _____
Landlord Phone:		Fax:		
Rental Address:				
Decision Point Plus/Nationwide Criminal <input type="checkbox"/>	Decision Point Plus/WA&OR Criminal <input type="checkbox"/>	Decision Point Plus <input type="checkbox"/>		
Basic Credit <input type="checkbox"/>	Statewide Criminal <input type="checkbox"/>	Nationwide Criminal <input type="checkbox"/>		
Tenant Performance <input type="checkbox"/>	Landlord Verification <input type="checkbox"/>	Employment Verification <input type="checkbox"/>		
Social Security Search <input type="checkbox"/>	Decision Point <input type="checkbox"/>	Notes:		

**WLA DOES NOT ACCEPT APPLICATIONS FROM PROSPECTIVE TENANTS. APPLICATIONS MUST BE SUBMITTED TO THE LANDLORD ALONG WITH THE APPLICATION FEE.**

**APPLICANT INFORMATION**

*Please provide landlord with proof of income and valid photo ID.*

FIRST/MIDDLE/LAST NAME (Verify ID):		OTHER LAST NAME(S) USED:		BIRTHDATE:		SS #			
DRIVERS LICENSE OR ID#		DATE ISSUED/STATE		EXPIRATION DATE		AREA CODE+PHONE:		EMAIL:	
CURRENT ADDRESS			UNIT#	CITY			STATE	ZIP	
DO YOU? <input type="checkbox"/> OWN <input type="checkbox"/> RENT <input type="checkbox"/> LIVE W/PARENT <input type="checkbox"/> OTHER:		DO YOU SMOKE? <input type="checkbox"/> YES / NO <input type="checkbox"/>							
CURRENT LANDLORD or MORTGAGE CO.				CITY		STATE	AREA CODE + PHONE		
REASON FOR MOVING			MONTHLY PAYMENT \$		HOW LONG AT CURRENT ADDRESS?				
PREVIOUS ADDRESS			UNIT#	CITY			STATE	ZIP	
DID YOU? <input type="checkbox"/> OWN <input type="checkbox"/> RENT <input type="checkbox"/> LIVE W/PARENT <input type="checkbox"/> OTHER:									
PREVIOUS LANDLORD/MORTGAGE CO.				CITY		STATE	AREA CODE + PHONE		
REASON FOR MOVING			MONTHLY PAYMENT \$		HOW LONG AT THIS ADDRESS?				
EMPLOYER/INCOME SOURCE			ADDRESS			CITY	STATE	MONTHLY GROSS INCOME:	
POSITION	SUPERVISOR'S NAME		AREA CODE +PHONE			EMPLOYMENT DATES		PART TIME <input type="checkbox"/>	FULL TIME <input type="checkbox"/>
								SELF-EMPLOYED <input type="checkbox"/>	TEMPORARY <input type="checkbox"/>
EMERGENCY CONTACT	RELATIONSHIP	ADDRESS		CITY		ST	ZIP	AREA CODE+PHONE	
CAR MAKE/YEAR/MODEL				PLATE:			COLOR:		
REFERENCES		AREA CODE+PHONE		RV/BOAT/AQUARIUM/WATERBED/PIANO/LARGE ITEMS?					
HAVE YOU EVER BEEN CHARGED OR CONVICTED OF A CRIMINAL OFFENSE OR FELONY? <input type="checkbox"/> YES / NO <input type="checkbox"/> DETAILS:									
HAVE YOU EVER BEEN EVICTED OR LEFT A RENTAL OW ING A LANDLORD MONEY? <input type="checkbox"/> YES / NO <input type="checkbox"/> DETAILS:									
EVER FILED FOR BANKRUPTCY?: WHEN?									
DO YOU HAVE PETS OR ANIMALS?: <input type="checkbox"/> YES / NO <input type="checkbox"/> IF YES, TYPE & BREED?									
<b>PROPOSED OCCUPANTS: ANYONE OVER 18 COMPLETE SEPARATE APPLICATION</b>									
NAME	DOB	RELATIONSHIP		NAME	DOB	RELATIONSHIP			

In compliance with the Fair Credit Reporting Act, State & Federal laws, this is to inform you that an investigation involving the statements made on this application for tenancy is being initiated. I certify that to the best of my knowledge, all statements are True & Complete. I further authorize the above Landlord and \*WLA to obtain credit reports, court records, character reports, employment and rental history as needed to verify all information put forth in this application.

**APPLICANT SIGNATURE**

**DATE:**

\* WLA and Reporting Agencies make no decision or suggestion on the acceptance/denial of applicant(s). Rev 05/19

WLA OFFICE ONLY: DATE PROCESSED _____ BY WHOM _____ PAID: YES - NO PAYMENT: INV - CC - C - CK CHECK # _____	
WHICH REPORTS: _____ COST: _____	

## APPLICATION QUESTIONNAIRE

Applicant name: \_\_\_\_\_

1. Would a local credit-worthy person co-sign?      Yes\_\_\_ No\_\_\_

2. Do you smoke or use a vaporizing device?      Yes\_\_\_ No\_\_\_

    If yes, would you restrict smoking to outside the property line?    Yes\_\_\_ No\_\_\_ N/A\_\_\_

3. Have you seen the inside of the unit?      Yes\_\_\_ No\_\_\_

4. Could you pay both first and last month's rent if required?    Yes\_\_\_ No\_\_\_

5. How long do you plan to stay here? \_\_\_\_\_Year \_\_\_\_\_Month

6. When will you have the required deposit? \_\_\_\_\_

7. When will you have the initial rent payment? \_\_\_\_\_

8. Are you a section 8 renter?      Yes\_\_\_ No\_\_\_

9. Has anyone ever filed a domestic violence case against you?    Yes\_\_\_ No\_\_\_

10. Do you have a service animal?    Yes\_\_\_ No\_\_\_

11. Do you have a pet?      Yes\_\_\_ No\_\_\_

12. Your reason for moving? \_\_\_\_\_

13. Preferred move-in date? \_\_\_\_\_

14. List all evictions with year and county: \_\_\_\_\_

\_\_\_\_\_

15. List all criminal convictions with year and county: \_\_\_\_\_

\_\_\_\_\_

16. Personal Reference? (Name/Relation/Phone): \_\_\_\_\_

\_\_\_\_\_