



RESIDENT ACCEPTANCE POLICY (A3)

Thank you for your interest in our property! Please read the instructions carefully and thoroughly complete the application. Once the application is completed, please email your Driver's License (front only) and Proof of Income (LES or two months of paystubs) to reception@whidbeyislandrentals.com. If you have a pet, please complete the pet application on our website located under the "search rental" tab.

You will be contacted by our leasing office on the status of your application. Applications are typically completed within 2-5 business days.

REQUIREMENTS TO APPLY:

- 18 years of age
- 3x rent (gross)

APPLICATIONS:

- All applicants over the age of 18 must complete an application (\$45.00 application fee/per application)
- All applications must include last two years of landlord information (if applicable)

NEW RENTERS:

If you have less than two years of rental references or no rental references, then you are considered "new renters". You will be required to take a "New Tenant" class & pay a higher Security Deposit (\$500.00).

SCORING:

Each applicant's screening report will be reviewed for two types of adverse information; **NEGATIVES** and **TERMINALS**. Three or more reported negatives without acceptable extenuating circumstances (job loss, medical problems, etc.) will result in denial. One or more **TERMINALS** without acceptable reasons will also result in denial.

NEGATIVES include but are not limited to the following:

- Two credit accounts that have been 30 days or later in the past three years.
- One credit account (or more) that has been 60 days or later in the past three years.
- One credit account (or more) that has been 90 days or later in the past three years.
- One credit account (or more) that has been 120 days or later in the past three years.
- Two or more credit accounts that have been placed in collection in the past three years.
- Any credit account charged off, judgment, discharged Chapter 11 or 13 Bankruptcy, vehicle repossession, lien or any unpaid civil judgment in the last seven years.

- A rental reference that includes 1 or more late payments or NSF checks.
- Any instance of a Security Deposit or Cleaning and Damage Deposit not returned.
- Reported unauthorized roommates or pets occupying a unit rented by the Applicant.
- An instance of improper (or lack of) notice to former Landlord or lease broken by the applicant.
- Employment which is temporary.

TERMINALS include the following. One TERMINAL can be grounds to decline your application

- An OPEN or Chapter 7 bankruptcy.
- A collection placed by a Landlord or Property Management Company.
- A negative rental reference.
- An eviction or Unlawful Detainer action.
- A current 3 Day or 10 Day Notice.
- Income level not sufficient to qualify.
- A conviction for selling drugs or possession with intent to sell within the last 7 years
- A conviction for possession of a controlled substance or drug paraphernalia within the last 7 years
- Criminal conviction involving theft, burglary, robbery, violence or other serious offense as described in RCW 9.41.010 within the last 7 years
- A conviction for contributing to the delinquency of a minor within the last 7 years
- If you or anyone in the household is a registered sex offender.
- A history of domestic violence, disruptive, malicious or violent behavior within the last 7 years
- False or misleading information on the written application.
- Omission of material fact on the written application.
- A total of \$2000.00 or more in unpaid collections in the past three years.
- A history of living or housekeeping habits that could pose a direct threat to the health and safety of others.
- Persons with a breed of dog considered “unacceptable” to insurance providers i.e., Rottweiler’s, Staffordshire Terriers (Pit Bulls), etc.

****Applicants with poor credit, poor rental references or not enough income MAY be approved with a higher Security Deposit or 6 months of rent up front.**

If an applicant doesn’t qualify on the credit check but all other requirements have been met, the applicant **MAY** still be placed upon owner approval and with an increased security deposit.

If you have been denied for a rental, you may submit an immediate written appeal to Tara Property Management.

Applicant

Signature _____ Date _____

Revised 2/1/2019