

Rental Application

West Richland Town Homes
4400 Rosencrans West Richland WA 99353
We Are An Equal Opportunity Housing Provider

You will need:

Your contact info
Where you've lived
Your housemates
Personal information
Your income
Social Security Number

Before you begin:

Anyone 18 years or older must submit an application. In order to accurately process a multiple party application, please notify us of the names of all associated applicants (including married couples). Acranet does our online Tenant Screening, it's 40\$ per person for each person 18 years or older.

In order to qualify, you will need the following:

- A Satisfactory Credit Rating
- Social Security card/data must be provided upon request. we will not rent to persons existing here illegally
- Verifiable Rental History that is Favorable
- Proof of gross income that is \$3,600 per month.

Step 1. Go to <https://westrichlandtown.quickleasepro.com/d/apply/15311> and fill out the online tenant screening application, the fee is. They take Visa and MasterCard. It should take approximately 15 minutes to fill out the online application.

Step 2: Wait for West Richland Town Homes to call and let you know if you passed the tenant screening.

Step 3: If the home or apartment is "rent ready" – then the rent typically will need to start no later than one week. If the home or apartment is still occupied or is not rent ready, the rent will need to start no later than one week after it becomes "rent ready". Of course you may move in as soon as the home and your lease paperwork are ready and rent will start immediately.

Step 4: Put utilities in your name and provide documentation this has been done. Make an appointment to review and sign the lease paperwork, pay the first month's rent, cleaning/damage deposit (the damage deposit is typically \$ 1,000. but varies depending on credit score etc. Pet damage deposit is \$250, along with a \$250 non-refundable pet fee. Pay any other funds due, and submit your utility account numbers, proof of renter's insurance, photo ID, along with a photo of your pet and collect your keys. Happy Moving Day!

For a detailed description of the items needed to qualify your application, or for items that would disqualify your application, please continue.

Additional deposits, if applicable, will be assessed according to each individual's score. All resulting deposits will be owed for the entire party.

We will not accept a comprehensive reusable tenant screening report, obtained by applicant.

Credit History:

Credit Report of 600 or above is preferred. If you don't qualify due to lower income or because of a poor credit score, we accept cosigners. The co-signer must pass the complete background check (criminal, credit, rental, etc.).

Rental History:

-We check for rental or mortgage history of minimum of three years or two landlords (your name must have been on the lease or loan agreement from a non-relative). We reserve the right to consider references that may exceed that timeframe. Any instance where a reference of at least 12 months (can be a combination of multiple references) cannot be obtained, a deposit equal to one month's rent will be required, in addition to normal security deposits.

Immediate Disqualifications:

- A current, non-discharged Bankruptcy action, Falsified information, Eviction less than 5 years (and not included in bankruptcy), housing related debt or rental reference that would not re-rent for documented reasons.
- An applicant will be denied if they have been convicted, pled guilty or no contest to a felony crime.
- Any misdemeanor in the last 7 years will be a disqualification. A misdemeanor over five years ago is not looked at and will not cause your application to be denied. (Exception: criminal vehicle or licensing records are not counted; i.e. DUI, fishing w/o license, etc.)

You may be required to pay additional security deposits, depending on your actual credit score and rental history.

Roommates:

If one roommate qualifies, and one does not, the primary roommate (who completely qualifies) may lease the property with the non-qualifying roommate listed as a conditional roommate, and subject to a security deposit equal to one month's rent, in addition to normal security deposits, with the stipulation that when the lease term is fulfilled and the qualified roommate moved, the secondary roommate would have to re-qualify on their own, find another qualified roommate, or vacate the property.

Pets:

A pet reference is required to have a pet on the property.

- An additional pet security/damage deposit of \$250.00, and a pet non-refundable fee of 250\$ will be due. Pet rent is an additional 25\$ per month.
- We allow 1 dog or cat up to 40 lbs, full grown.
- No property will allow any dogs of a perceived vicious breed (or mixture thereof): No Pit Bull Terriers, Staffordshire Terriers, Rottweilers, German Shepherds, Presa Canarios, Chows Chows, Doberman Pinschers, Akitas, Wolf-hybrids, Mastiffs, Cane Corsos, Great Danes, Alaskan Malamutes, Siberian Huskies.
- Owner/manager must meet dog prior to signing lease.
- West Richland Town Homes pride themselves in providing quiet, peaceful living to our tenants. If there are multiple complaints about barking then a no bark collar may be required.
- A picture of your dog is required at signing of lease to keep on file.

Renter's Insurance:

Upon move in, and through the duration of tenancy, all tenants must provide proof of renter's insurance, which includes a minimum of \$100,000 legal liability for damage to the landlord's property, with Owner/Agent named as additional insured. Tenant may purchase required insurance from an insurance agent of their choice.

Tennent Screening:

The cost for tenant screening may consist of, but not limited to the following: credit, criminal, eviction, public records, current and former landlord references, verification of income, and other sources. Screening reports are done through our authorized reporting agency: Acranet 800-304-1249.

Your application will be processed as quickly as possible. We expect it to take approximately 2-4 business days to be fully processed; however, that is dependent on the receipt of the necessary information from those involved in the process, including you.