

Waverley Property Management
Application to Rent 503-659-2777



Credit Reporting Agency:
Background Investigations
P.O. Box 2228
Lake Oswego, Oregon 97035
503-639-6000

Date today _____ Desired Move in date _____ Apt. Applying for _____ Pet(s) _____

Applicants Name _____ SS# _____ DOB _____ e mail _____

Spouse's Name _____ SS# _____ DOB _____ e mail _____

Present Address _____ zip _____ Own or Rent? _____

Date Move In _____ Move Out _____ Present Phone # _____ Rent/Mtg. Amount _____

Present Landlord: Name _____ Phone# _____

Former address _____ zip _____

Date Move In _____ Move Out _____ Rent Amount _____

Former Landlord: Name _____ Phone# _____

Applicant Employment: Firm _____ Phone # for verification _____

How Long? _____ Position _____

Gross Income _____ Other Income _____ Source _____

Spouse Employment: Firm _____ Phone # for verification _____

How Long? _____ Position _____

Gross Income _____ Other Income _____ Source _____

Previous Employment - if present position has been less than 2 years:

Previous Employer _____ How Long? _____

Position _____ Salary\$ _____ Phone# _____

Nearest Relative not living with you in case of emergency-Name _____

Relationship _____ Phone # _____

Names & date of birth of other persons to occupy the apt. _____

Why are you vacating your present place of residence? _____

Have you given legal notice to vacate where you live now? _____

Have you ever been convicted of a felony? _____ Explain _____

 Minimum requirements for residency at Waverley Greens Apartments without requiring any additional deposits or co-signer are as follows:

1. Applicant must have 2 years of positive prior rental history that is verifiable or 2 years of prior home ownership, each, immediately prior to application to Waverley Greens Apartments.
2. Applicants must have 2 years of verifiable employment history, within the same line of work.
3. Applicants must have credit in good standing, negative or adverse debt may require additional security deposits.
4. Rent + Debt + Utilities cannot exceed 1/2 of the **gross** monthly income.
5. A conviction of Guilt of a Felony or certain misdemeanors, may be grounds for denial. **Initial of Applicant (s)** _____

 Automobile #1 _____ Year _____ Make _____ Lic#/State _____
 Automobile #2 _____ Year _____ Make _____ Lic#/State _____

Rent Apartment Rent \$ _____ Other _____ \$ _____ Other _____ \$ _____ Other _____ \$ _____ Total Rent \$ _____	Deposits Security Deposit Minimum \$ _____ Other _____ \$ _____ Other _____ \$ _____ Other _____ \$ _____ Other _____ \$ _____ Total Maximum Deposit \$ _____	Fees Late Rent Fee \$50.00 Dishonored check Fee \$25.00 Smoke alarm/Carbon Monoxide Alarm tampering fee \$25.00 Non-Compliance Fee \$25.00 1. Failure to clean up pet waste 2. Failure to clean garbage/rubbish 3. Parking violations or improper Use of vehicle. Application processing fee \$35.00 per adult - Picture ID required.
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I certify that the information contained herein is correct and complete. I hereby authorize Waverley Property Management to inquire as necessary to evaluate my residency and credit standing in accordance with the Equal Credit Opportunity Act. I agree to reserve the apartment above with a \$300.00 reservation deposit. I further agree to pay a \$35.00 application fee per adult applicant that is non-refundable. I understand if my application is denied the \$300.00 reservation deposit will be refundable. **If I change my mind or do not rent the apartment after I have been approved the reservation deposit is entirely non-refundable.** When I have taken occupancy of the apartment the reservation deposit shall be conveyed to the Lease/Rental agreement as the Security/Damage/cleaning deposit which is refundable in full upon move out of apartment and satisfaction of all terms of the agreement. (Note: If the reservation fee was paid with a check there will be a two week waiting period for refund of balance of deposit when application fee is charged.)

 Applicant Signature _____ Co - Applicant Signature _____

Date Application Received _____ Time Received _____ Amount of Deposit Received _____ Cash or Check _____
 Received from _____ of Waverley Greens Apartments