



RENTAL APPLICATION: \$30.00 cash fee per adult due with application

Property Address _____

PERSONAL INFORMATION		Phone: _____		
Applicant #1: Full Name		D.O.B.	SSN	Copy of ID <input type="checkbox"/>
Applicant #2: Full Name		D.O.B.	SSN	Copy of ID <input type="checkbox"/>
Current Address:	Number and Street	City	State/Zip Code	Since:
Landlord Name		Phone	Monthly Rent	
Previous Address:	Number and Street	City	State/Zip Code	Start Date:
Landlord Name		Phone	Monthly Rent	End Date:
Have you ever:	Been evicted <input type="checkbox"/> Sued by Landlord <input type="checkbox"/>	Filed Bankruptcy <input type="checkbox"/>	Comments:	

EMPLOYMENT & INCOME					
Applicant #1 Employer: Company Name		Supervisor Name	Job Title	Phone	Start Date:
			Monthly Pay:		
Applicant #2 Employer: Company Name		Supervisor Name	Job Title	Phone	Start Date:
			Monthly Pay:		
Other Income:	Source	Monthly Amount	Comments:		
Other Income:	Source	Monthly Amount			

OCCUPANTS			
Name	Age	Name	Age
Name	Age	Name	Age

PETS							
Type/Breed	Size	Age	Weight	Color	Name	Neutered <input type="checkbox"/> Yes <input type="checkbox"/> No	License #
Type/Breed	Size	Age	Weight	Color	Name	Neutered <input type="checkbox"/> Yes <input type="checkbox"/> No	License #

Unit ID _____

BANK REFERENCES			
Bank Name	Branch Address	Account #	Average Balance
Bank Name	Branch Address	Account #	Average Balance
Bank Name	Branch Address	Account #	Average Balance

PERSONAL REFERENCES				
Name	Relationship	Phone Number	Address	Years Known
Name	Relationship	Phone Number	Address	Years Known

PERSONAL PROPERTY				
Auto Make	Model	Year	License #	State
Auto Make	Model	Year	License #	State
Auto Make	Model	Year	License #	State
Other Vehicle/Boat	Model	Year	License #	State

EMERGENCY CONTACT			
Name	Relationship	Phone Number	Address
Name	Relationship	Phone Number	Address

CONSUMER AUTHORIZATION TO OBTAIN CONSUMER REPORT

I certify that the above information is true and complete. I hereby authorize Valley Properties Southern Oregon, LLC, to obtain a consumer report, and any other information it deems necessary for the purpose of evaluating my application. I understand that such information may include, but is not limited to, credit history, civil and criminal information, records of arrest, rental history, employment/salary details, vehicle records, licensing records, and/or any other necessary information. I hereby expressly release Valley Properties Southern Oregon, LLC, and any procurer or furnisher of information, from any liability whatsoever in the use, procurement, or furnishing of such information, and understand that my application information may be provided to various local, state and/or federal government agencies, including without limitation, various law enforcement agencies. I understand that this is not a lease or an offer to rent. No binding obligation of any kind exists between the owner and myself unless and until a lease is signed. This Application is subject to prior Applications.

Signature of Applicant	Date	Signature of Applicant	Date
------------------------	------	------------------------	------

NO PERSON SHALL BE DENIED THE RIGHT TO RENT OUR PROPERTY BECAUSE OF THEIR RACE, COLOR, RELIGION, SEX, NATIONAL ORIGIN OR ANCESTRY.

Unit ID



Applicant Screening Policies

Application Process

- We offer application forms to everyone who inquires about the rental
- We review completed applications in the order in which we receive them
- We may require up to three business days to verify information on the application
- If we are unable to verify information on the application, the application may be denied
- A non-refundable \$30 Application Fee must be paid by cash or money order for every person over the age of 17 who will be residing in the rental unit regardless of familial status (no checks can be accepted) and the fee must be attached for the application to be complete

Screening Guidelines

Complete Application

- We will not review incomplete applications
- We will accept the first qualified applicant

Identification

- Applicants must show identification which includes a photograph

Prior Rental History

- Rental history of current and previous landlords must be verifiable from unbiased/unrelated sources
- Applicants must provide us with information necessary to contact past landlords
- We reserve the right to deny an application if, after making a good faith effort, we are unable to verify prior rental history
- Prior eviction may result in denial of application
- Exceptions may be made for applicants with qualified co-signers or increased deposit/payments

Sufficient Income/Resources

- Net household income shall be at least 2 times the rent, excluding utilities (for example, if the rent is \$1,000 the net income must be \$2,000 or more)
- Income/resources must be verifiable through pay stubs, employer contact, current tax records, and/or bank statements

Credit/Criminal/Public Records Check

- A credit check and/or criminal/public records check may be performed
- Negative reports may result in denial of application
- Any individual who is a current illegal substance abuser, or has been convicted of the illegal manufacture or distribution of a controlled substance or convicted of a felony may be denied tenancy

Screening Process

- We determine based on the application whether the applicant meets our screening guidelines
- We verify income and resources
- We check with current and previous landlords
- We obtain a credit report, a criminal records report and a public records report

Unit ID

Initials/Date

Valley Properties Southern Oregon, LLC

office 541-772-2257

Kathy 541-840-1279

Jeff 541-941-6045

fax 541-772-2034

955 Town Centre Drive, Suite C, Medford, OR 97504

www.valleypropertiesSO.com