



Completed Application Received
Date _____ Time _____

**MUST BE COMPLETE BY
EACH ADULT APPLICANT.**

INCOMPLETE APPLICATIONS, MISSING OR FALSE INFORMATION WILL RESULT
IN A DENIAL. PLEASE READ RENTAL CRITERIA BEFORE YOU APPLY.

(Applicant)

Applicants Name:	Phone (h)	(w)	(c)
Street Address:	City:	State:	Zip:
Date of Birth: / /	Drivers License:	State:	Email:
Soc. Sec#:	Current Landlord:	Phone:	Have you given notice?
Currently: <input type="checkbox"/> Rent	<input type="checkbox"/> Own	<input type="checkbox"/> On Rental Agreement	Date of Residency:

Cities, Countries & States you have lived in the past 7 years:

Do you have a Section 8 voucher? Yes No If yes, what is the dollar amount?

(If section 8) Caseworker name Phone: (send voucher with application)

Have you ever been evicted? Yes No If yes, when?

Have you or any person who will be occupying the unit ever been convicted, pled guilty or no-contest to any crime?

(Employment)

Current Employer:	Phone:	Years/Months:
Street Address:	City:	State: Zip:
Position:	Supervisor:	
Monthly Gross Income \$	Other income \$	Specify:

How did you hear about us? Drive By/Signs Craigslist Trulia OmniRG Website
 Zillow Hot Pads Flyer Other _____

Why are you leaving your current residence?

Do you have pets? Yes No If so, Number & Type How many Automobiles?

Emergency Contact Name	Address	Phone
Emergency Contact Name	Address	Phone

The undersigned authorize Omni Management, Inc. or any screening service to contact my present and previous landlords, my credit references and employers (as listed above) and any credit reporting agency. It is understood and agreed that the sum paid at the time of application will be used as follows: A screening fee will be retained by the landlord as payment for the cost of application screening. Applicant screening entails the checking of your credit, income and other criteria for residency. As part of the application process, Landlord may obtain an investigative Consumer Report which may include information on your character, general reputation, personal characteristics and mode of living. You have a right to request a written summary of your rights under the Federal Fair Credit Act as well as a complete and accurate disclosure of the nature and scope of the investigation requested. The request should be made to the Landlord or the credit reporting firm listed on the Criteria for Residency. You have the right to dispute the accuracy of any information provided to the landlord by the screening service or credit reporting agency. The name and address of the screening company can be obtained from either the Criteria for Residency form or the manger. Applicant's copy of this application shall be the receipt for the screening fee. **If this application is approved, applicants will have 72 hours from the time of notification to return to execute a Rental Agreement and to pay the amount due.** If applicants fail to execute a rental agreement and to apply the amount due within the time, they will be deemed to have refused the unit and the next application for the unit will be processed. Landlord shall have no liability to applicant until such time as a rental agreement is signed by both parties. I/we understand that giving incomplete or false information is grounds for rejection of this application. If any information supplied on this application is later found to be false, this will be grounds for termination of tenancy. Applicant acknowledges receipts of a copy of the Criteria for Residency. The information contained in this application is true and complete.

Receipt cash check ACH
 Applicant x _____ Date _____ Screening charge \$ _____

(Manager)

Manager
 House _____ Unit _____ Monthly Rent _____ Dep. Amount \$ _____ Move in Date _____
 If being added as a roommate, current resident's name: _____

Applicant(s) Notified Date & Time ____/____/____ @ _____
 Approved Denied Lost Additional Requirements: _____



Thank you for applying to live within our community. Omni Management, Inc. is an Equal Housing Opportunity provider and seeks to process all applicants in a fair and consistent manner.

BE ADVISED

- Incomplete, inaccurate or falsified information will be grounds for a decline response regarding your rental application or termination of your tenancy if discovered after the tenancy commences.
- Any application that is a current illegal drug user, addicted to a controlled substance or has been convicted by any court of competent jurisdiction of the illegal manufacture or distribution of a controlled substance shall be declined.
- Any individual whose tenancy may constitute a direct threat to the health or safety of an individual, or whose tenancy would result in physical damage to the property of others will be declined.

OCCUPANCY POLICY

- Occupancy is based on the number of bedrooms in a unit. 2 persons are allowed per bedroom plus 1 additional occupant.

APPLICATION PROCESS

- Complete the application entirely and pay your non-refundable screening fee of \$40.00. Applications take approximately two days to process, longer if the application is incomplete or if information provided is difficult to verify.

GENERAL REQUIREMENTS

- Applicants must be at least 18 years of age, married, emancipated or (in Oregon) under the age of 18 and (a and/or b):
 - a) pregnant and expecting the birth of a child who will live in the primary applicant’s physical custody.
 - b) the parent of a child or children living in the physical custody of the person.

To initiate the application process, two forms of identification will be required. There are: Picture identification plus another form of positive identification. Acceptable forms of picture identification include: a valid state-issued driver’s license, identification card or a passport. Acceptable forms of positive identification (other than picture ID), include: a valid Social Security number, visa or legal alien documentation. Copies of identification may be required. Information for such identification will be required to appear on the application and will be used to complete the screening process.

SCREENING CRITERIA

- **IDENTITY VERIFICATION:** Government issued photo identification will need to be presented by all applicants and co-signers.
- **CONSENT TO VERIFY CREDIT AND CRIMINAL BACKGROUND**
All applicants and co-signers must agree to the following by executing a rental application form:

I hereby consent to allow Omni Management, Inc. through its designated agent and its employees, to obtain and verify my credit information (including a criminal background search) for the purpose of determining whether or not to lease an apartment or house to me. I understand that should I lease an apartment or house, Omni Management, Inc. and its agent shall have a continuing right to review my credit information, rental application, and criminal background, payment history and occupancy history for account review purposes and for improving application methods.

• **SCORING OF YOUR CONSUMER CREDIT REPORT**

Omni Management, Inc. uses an empirically derived, statistically sound, credit scoring system to evaluate your consumer credit report. Credit scoring is based on real data and statistics, so it treats all applicants objectively. Your consumer credit report contains information about you and your credit experiences, such as your bill-payment history, the number and type of accounts that you have, late payments, collection actions, out standing debt, and the age of your accounts. Using a statistical program, we compare this information to the credit performance of other applicants with similar profiles which allows us to predict how likely it is that you will pay your rent in a timely manner and fulfill your other lease obligations. If you would like information regarding how to improve your credit score, please let us know, and we will provide you with more detailed information regarding this process. Based upon your credit score, your application is rejected or is accepted with conditions, you will be given the name, address and telephone number of the consumer reporting agencies which provided your consumer information to us. An applicant rejected for unsatisfactory credit is encouraged to obtain a copy of the credit report, correct any erroneous information that may be on the report and submit a new application to this community for further consideration.

• **CRIMINAL BACKGROUND SEARCH**

If your application is accepted or accepted with conditions, we will conduct a criminal background search. It is our policy **not** to lease to applicants who have the following: a conviction for any felony at any time, two or more Class A/Misdemeanors within a five year time frame, or two or more Class B/C Misdemeanors within three years. If the criminal background search reveals past criminal behavior which is contrary to your lease application, our acceptance of your lease application will be withdrawn.

• **INCOME VERIFICATION**

We will require verification of income, such as paycheck stub. If we are unable to verify your income or your income is contrary to your lease application, our acceptance of your lease application will be withdrawn.

• **CO-SIGNER OPTION**

If an applicant is declined, or there is reason to believe they will be declined due to credit or income, they have the option of submitting a co-signer application. With a qualified co-signer, their application could then be accepted.