



# College Housing Northwest Screening Application

(To be completed by each adult applicant)

Apartment Applying For: \_\_\_\_\_

### APPLICANT INFORMATION

Applicant Name	Birth Date	Phone #
ID / Passport #	Soc. Security #	
Email	Roommate(s)	

### CURRENT RESIDENCE

Address	City	State	Zip
Is this the address of a parent/guardian? <input type="checkbox"/> Yes <input type="checkbox"/> No If NO, please complete the following Landlord Information:	If Yes, Name _____ Phone # _____		
Landlord Name	Landlord Phone # _____		
Landlord Address	City	State	Zip
Move-in Date	Rental Amount		

### PREVIOUS RESIDENCE

Address	City	State	Zip
Landlord Name	Landlord Phone # _____		
Landlord Address	City	State	Zip
Move-in Date	Move-out Date	Rental Amount	
Reason for Vacating	List any roommates		

### ADDITIONAL INFORMATION

Have you ever been convicted or pled guilty or no contest to any felony or misdemeanor? <input type="checkbox"/> Yes <input type="checkbox"/> No	
If Yes, Where: _____	When: _____
Have you ever been evicted? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Names of any minors to be living with you:	D.O.B.
1. _____	_____
2. _____	_____

I certify that the above information is correct and hereby authorize College Housing Northwest to perform a credit check and make inquiries to evaluate my tenancy and credit standing. I understand that giving incomplete or false information is grounds for rejection of this application. Information supplied on this application that is later found to be false is grounds for termination of tenancy.

Signed \_\_\_\_\_ (Applicant) Dated \_\_\_\_\_

Signed \_\_\_\_\_ (Agent for Owner) Dated \_\_\_\_\_

Picture Identification Verified (initials) \_\_\_\_\_ (Agent for Owner) Time/Date Rec'd \_\_\_\_\_



### Assignment Requests (Waitlist Applicants Only)

1<sup>st</sup> Choice: \_\_\_\_\_

2<sup>nd</sup> Choice: \_\_\_\_\_

3<sup>rd</sup> Choice: \_\_\_\_\_

College Housing Northwest has charged a screening charge to Applicant as set forth in the Criteria for Residency. Applicant screening entails the checking of the applicant’s credit, income, employment, rental history, criminal court records and may include information about Applicant’s character, mode of living, and general reputation. Applicant has the right to request additional disclosures provided under Section 606(b) of the Fair Credit Reporting act and may also request a written summary as noted in Section 609 (c) of that act. Applicant has the right to dispute the accuracy of the information provided to College Housing Northwest by the screening company or the credit reporting agency as well as complete and accurate disclosure of the nature and scope of the investigation.

The screening service is: Bemrose Consulting, 12655 SW Center St., Suite 540, Beaverton, OR 97005  
 Phone: 503-419-6539 or 1-800-886-3365.

If Applicant is approved, Applicant will have **72 hours** from the time of notification to make a \$50.00 Lease Execution Deposit to Execute a Rental Agreement. When the applicant executes the lease the Lease Execution Deposit will be applied to the total security deposit. If Applicant fails to take timely steps required above, Applicant will be deemed to have refused the unit, will forfeit the Lease Execution Deposit and the next application for the unit will be processed. College Housing Northwest shall have no liability to applicant until such a time as both parties sign a rental agreement. Applicant acknowledges receipt of a copy of the Criteria for Residency. The information contained in this application is true and complete.

Good Faith Estimate: Approximate number of units available, or anticipated to be available, of the size, type, and location requested by the applicant: \_\_\_\_\_

Approximate number of applications previously accepted for those units: \_\_\_\_\_

**EMERGENCY CONTACT**

Name	Relation		
Phone Number	Email		
Address	City	State	Zip

**EDUCATIONAL INSTITUTION**

Name of Institution
Current Class Standing/Type of Program
Student Identification #

**RENTAL AGREEMENT**

Preferred Move-in Date:
We will try to find you an apartment as close to this date as possible. You may change your arrival date to a later date only once, but you may not change it to an earlier date due to a high volume of apartment turnover.
<p><b>LEASE TYPE</b></p> <p><input type="checkbox"/> <b>12 Month Agreement:</b> Rental rate locked for 12 months, penalty in the form of 1½ month’s rent to break lease.</p> <p><input type="checkbox"/> <b>6 Month Agreement:</b> Rental rate locked for 6 months, penalty in the form of 1½ month’s rent to break lease.</p> <p><input type="checkbox"/> <b>3 Month Minimum:</b> You may continue as Month to Month after initial 3 months. 30-day notice required.</p>



# College Housing Northwest

## How did you hear about us?

- Craigslist
- Yourcampusrent.com
- Hotpads.com
- Vanguard newspaper
- Flyers
- Drive by
- School referral
- School bulletin boards
- School move-in packets
- PSU Daily Planner
- Internet/website search engine
- Referral from another apartment building
- College Housing Northwest employee referral
- Referred by a tenant. Friend who referred me \_\_\_\_\_
- Other \_\_\_\_\_

Thanks!