



# University Parkway Apartments

500 University Parkway

Yakima, WA 98901

Ph. 509-823-4387

## APPLICATION TO RENT (please fill out completely, if not applicable, write N/A)

**Applicant's Name** \_\_\_\_\_ Date of Birth \_\_\_\_\_  
Social Security # \_\_\_\_\_ Driver's License \_\_\_\_\_  
Phone # \_\_\_\_\_ Email \_\_\_\_\_

**Spouse's Name** \_\_\_\_\_ Date of Birth \_\_\_\_\_  
Social Security # \_\_\_\_\_ Driver's License \_\_\_\_\_  
Phone # \_\_\_\_\_ Email \_\_\_\_\_

Make, model & year of vehicle(s) \_\_\_\_\_

Apartment Desired: 1 BR \_\_\_\_\_ 2 BR \_\_\_\_\_ 3BR \_\_\_\_\_ Date needed \_\_\_\_\_

Number of people to occupy this unit \_\_\_\_\_

Names of individuals under the age of 18 \_\_\_\_\_,  
\_\_\_\_\_, \_\_\_\_\_,

**Present Address:** \_\_\_\_\_ How Long? \_\_\_\_\_  
City, State Zip \_\_\_\_\_  
Manager's name \_\_\_\_\_ Phone \_\_\_\_\_

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Previous Address (if less than 2 years at present address) \_\_\_\_\_ How Long? \_\_\_\_\_  
City, State Zip \_\_\_\_\_  
Manager's Name \_\_\_\_\_ Phone \_\_\_\_\_

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**Present employer** \_\_\_\_\_ How Long? \_\_\_\_\_  
Address \_\_\_\_\_ Phone \_\_\_\_\_  
Position \_\_\_\_\_ Salary? \_\_\_\_\_

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Previous employer \_\_\_\_\_ How Long? \_\_\_\_\_  
Address \_\_\_\_\_ Phone \_\_\_\_\_  
Position \_\_\_\_\_ Salary? \_\_\_\_\_

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**Spouse's Employer** \_\_\_\_\_ How Long? \_\_\_\_\_  
Address \_\_\_\_\_ Phone \_\_\_\_\_  
Position \_\_\_\_\_ Salary \_\_\_\_\_

Other source(s) of income: \_\_\_\_\_

In case of serious accident or illness, please notify: \_\_\_\_\_  
Relationship: \_\_\_\_\_ Address \_\_\_\_\_ Phone \_\_\_\_\_

I hereby make application for lease for the above describe premises and services, on the terms specified below, and deposit herewith the sum of **\$50** to cover the cost of a background report, credit report, and reference checks. It is understood that this fee is not returnable. I warrant that all statements above set forth are true, I further agree to abide by the rules, regulations and obligations which are included or attached to the lease.

The undersigned applicant hereby authorizes the University Parkway Apartments and any consumer or credit reporting agency or bureau employed by it to investigate my character, general reputation, mode of living, credit and financial

responsibility and the statements made with this Application, and to secure credit, criminal and eviction reports for any and all applicants and occupants. I authorize the companies, agencies and persons named above to provide information to the University Parkway Apartments regarding character and financial references as a prospective tenant.

If you accept this application, I understand I acquire no rights to an apartment until I submit a deposit in the amount equal to one month's rent to take the rental off the market., I shall within three (3) business days thereafter execute and deliver the deposit with you. If I fail or refuse to execute and deliver the said monies to you within the three-day period, there shall be no further liability on the part of the owner, or the undersigned in respect to said proposed lease or this application. ***I hereby waive all rights to return of this deposit and said deposit shall be retained as liquidated damages in the event that I choose not to enter into the agreement applied for herin.*** In the event said application for tenancy is not accepted deposit shall be returned to applicant.

This application shall not be binding upon the owner until accepted in writing. The delivery of a lease to the undersigned for signature shall not be construed as an acceptance of this application nor shall such lease be binding upon the owner until it has been executed on the owner's behalf and delivered to the undersigned.

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_

Spouse's Signature \_\_\_\_\_ Date \_\_\_\_\_



University Parkway Apartments  
500 University Parkway  
Yakima, WA 98901  
(509) 823-4387  
yakrentals.com

## ACCEPTANCE POLICY

### **We are an equal opportunity housing provider.**

1. We **do not** permit PETS - including **VISITING** animals – at any time.
2. We allow no more than **two people per bedroom**.
3. Choice of units will be given on a first-come, first-served basis. Deposits must be made in order to secure a specific unit.
4. Washer and dryers are provided in each unit. Any necessary repairs to the appliances beyond normal wear and tear, and/or damage due to operator error will be charged to the Tenant.
5. A damage deposit equal to one months rent will be collected. All but \$200.00 will be refunded for carpet cleaning and administrative fees, provided there is no damage to the unit.
6. All prospective tenants age 18 and over must fill out a Rental Application and pay the application fee.
7. Our screening process includes:
  - ✓ Verifying information you provided on the rental application.
  - ✓ Confirming income information.
  - ✓ Contacting present and previous landlords for rental history.
  - ✓ Obtaining credit reports from one or more credit agencies.
  - ✓ Reviewing public records, including criminal/court records.
8. We accept the first applicant who meets our minimum requirements.  
An applicant meets our minimum requirements if he/she:
  - ✓ Earns a gross monthly income equal to or greater than 3 times the monthly rent.
  - ✓ Has verifiable income.
  - ✓ Has at least 2 yrs. of verifiable, favorable rental history **not from family or close friends**.
  - ✓ Does not owe money to a current or former landlord.
  - ✓ **Has never been convicted of a felony, a sex offense or a drug related charge.**
  - ✓ Pays a deposit to have the rental taken off the market.
6. Failure to meet the above criteria will result in one of the following:
  - ✓ Denial of the application.
  - ✓ Requiring an additional deposit.
  - ✓ Requiring a qualified co-signer.
7. **Please return completed and signed application form, a check or money order for \$50 made out to University Parkway Apartments, and this initialed Acceptance Policy to the following address:**  
***500 University Parkway  
Yakima, WA 98901***

**An applicant may be denied residency for incomplete or false information on his/her rental application, or for failure to meet minimum requirements.**

Initials:                      TENANT: \_\_\_\_\_                      DATE: \_\_\_\_\_  
   TENANT: \_\_\_\_\_                      DATE: \_\_\_\_\_

## Applicant Screening Notice

### FEE NOTICE REGARDING TENANT SCREENING

Tenants are to be provided with written notice if they are to be charged for screening and credit checks. When the landlord executes their own tenant screenings, the landlord may charge the actual costs of obtaining background information but may not exceed the customary cost charged by a screening service in the general area. Actual costs include time spent calling past and present landlords, employers and obtaining consumer credit reports.

### TENANT SCREENING NOTICE

You are being charged \$50.00 for screening your application. Screening your application includes obtaining your consumer credit report, calling current and former landlords, employers and financial institutions. By signing below and/or the application for tenancy, you have authorized these agencies to release information for us to assessment and evaluate your application.

Credit and other information is provided to us by:

**AppFolio, Inc.**  
50 Castilian Dr.  
Goleta, CA 93117

I understand that a consumer report, which may contain information regarding my employment rental history, credit worthiness, credit standing, credit capacity, character, general reputation, personal characteristics, criminal history, or mode of living, may be requested and used in whole or in part for the purpose of serving as a factor in regard to my eligibility for tenancy.

Your signature acknowledges receipt of a copy of this notice:

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Prospective Tenant Date

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Prospective Tenant Date

# University Parkway Apartments

## Renters Authorization

I, \_\_\_\_\_ hereby authorize University Parkway Apartments to obtain the necessary information to process my rental application to include but not limited to rental history and employment verifications.

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Date: \_\_\_\_\_