

Payfirst Properties

Email: payfirstproperties@gmail.com

Fax: 360-659-3394

www.sweethomewa.com

TENANT – CRITERIA FOR TENANCY

PLEASE READ BEFORE FILLING OUT AND SUBMITTING AN APPLICATION.

Basic Requirements:

1. Each applicant must qualify individually unless they are a married couple or can show positive references for joint tenancy for 1 year or more.
2. Each person in the home over the age of 18 must fill out an application and be processed.
3. Application must be completely filled out and signed by all parties. Incomplete applications or missing applications will not be processed.
4. In most cases, roommates are qualified individually, and individually must meet all the requirements.
5. **Please submit one month of recent paystubs and a copy of a valid state ID with application**

Rental Criteria:

1. 12 months of verifiable residence history from a third party landlord required (cannot be a friend or family member).
2. Home ownership will be verified through the tax assessor's office.
3. 2 or more late rent payments or NSF checks in the past 12 months may disqualify you.
4. Any unlawful detainer action or eviction will automatically disqualify you.
5. Rental history with complaints (disturbances or other) may disqualify you.
6. Unauthorized pets or persons in a unit rented by applicant may result in a denied application.
7. Verifiable employment is required. Must have been employed for the past 6 months at current employment.
8. Monthly household income must be equal to or greater than 3 times the monthly rent. Household income will be considered for joint tenants showing 2 or more years of positive rental history.
9. A criminal offense may result in a denied application.
10. False information or a distortion of the truth will result in a denied application.
11. Self employed applicants must provide a minimum of the past two years IRS Form 1040 and Schedule "C". Net income must meet our 3 times the rent criteria. Self employed applicants with less than two years of records will not be considered.



PAYFIRST PROPERTIES
1801 Grove Street, Unit B
Marysville, WA 98270
www.sweethomewa.com

(A separate application is required for each person over the age of 18)
Note – all information must be provided or application will not be processed

RENTAL APPLICATION

For Property Location: _____ [Address]

TENANT INFORMATION:

Full Name: _____

Birthdate: Month _____ Date _____ Year _____ Social Security Number: _____
First Middle Last Other used names

Home Phone #:(_____) _____ - _____ Cellular Phone #: (_____) _____ - _____

Email address: _____ [print clearly - this will be our primary way to contact you]

Driver's License Number: _____ State Issued: _____ Expires: _____

Current Address: _____ Rent: \$ _____

Co-Applicant's Full Name: _____

Birthdate: Month _____ Date _____ Year _____ Social Security Number: _____
First Middle Last Other used names

List all other persons that will be occupying the unit (*anyone over the age of 18 must fill out a separate application*):

Name	Date of Birth	Relationship

List all vehicles to be parked on the premises:

Make _____ Model _____ Year _____ Color _____ License # _____
Make _____ Model _____ Year _____ Color _____ License # _____

EMPLOYMENT INFORMATION:

Applicants Employment Status: ___ full time ___ part time ___ student ___ unemployed

Employer: _____ Address: _____

Position _____ Phone Number: _____ Supervisor: _____

From _____ To _____ Monthly gross income: _____
Month/Year Month/Year

Previous Employer (if less than 5 years with current employer) _____

Address: _____ Position _____ Phone No: _____
Supervisor: _____ From _____ To _____ [Month/Year] Monthly gross income: _____

Co-Applicants

Employer: _____ **Address:** _____

Position _____ **Phone Number:** _____ **Supervisor:** _____

From _____ **To** _____ **Monthly gross income:** _____ **F/T** _____ **P/T** _____
Month/Year Month/Year

OTHER INCOME: _____
Explain (please list the amount and the person we may contact for confirmation).

RESIDENTIAL HISTORY FOR LAST 5 YEARS:

Current Address: _____

Move in Date _____ **Rent \$** _____ **Are you related to or a friend of the owner/agent?** _____

Owner/Agent _____ **Phone ()** _____ **Fax()** _____

Reason for leaving: _____

Previous Address: _____

Move in Date _____ **Move out Date** _____ **Rent \$** _____ **Owner/Agent:** _____

Phone () _____ **Fax ()** _____ **Are you related to or a friend of the**

owner/agent? _____ **Reason for leaving:** _____

Previous Address: _____

Move in Date _____ **Move out Date** _____ **Rent \$** _____ **Owner/Agent:** _____

Phone () _____ **Fax ()** _____ **Are you related to or a friend of the**

owner/agent? _____ **Reason for leaving:** _____

CREDIT HISTORY:

Have you ever filed bankruptcy? If Yes when? Yes _____ No _____

Has an eviction action ever been filed against you? Yes _____ No _____

Are you a party to any lawsuits? Yes _____ No _____

Have you had any late rent payments in the past 2 years? Yes _____ No _____

Are there any judgments against you? Yes _____ No _____

Are you or any member of your household subject to a sex offender registration? Yes _____ No _____

Have you ever been convicted of a crime? Yes _____ No _____

If you answered yes to any of the above questions, please explain: _____

WHAT TYPE OF PET DO YOU HAVE AND HOW MANY? _____

REFERENCES:

IN CASE OF EMERGENCY, FRIEND/FAMILY CONTACT(S):

Primary: _____
Name (first/last) Daytime Phone Evening Phone Relationship

Alternate: _____
Name (first/last) Daytime Phone Evening Phone Relationship

By my signature below, I represent that all of the information that I have disclosed in this Washington Rental Application is true, accurate, and complete. I acknowledge that all of the information I have disclosed is material and Payfirst Properties is relying on the information to decide whether to grant or deny this Application. *Any false information will result in an automatic denial of the application.*

Name: _____ Date: _____

Name: _____ Date: _____

AUTHORIZATION

I/We authorize Payfirst Properties to review my criminal history and investigate the accuracy of all information contained in this Washington Rental Application, including, but not limited to, running court record searches, contacting current and prior landlords, contacting employer(s) and conducting online searches for any public records (such as Facebook, LinkedIn & Twitter accounts) . I further authorize all banks, employers, current/prior landlords, and creditors to provide Payfirst Properties any and all information concerning my employment and prior rental history. I/We have read and understand the agreement and affix my/our signature(s) hereto.

Applicant Signature: _____ **Signature Date:** _____ *

Applicant Signature: _____ **Signature Date:** _____ *

****Application must be complete and dated or it will not be processed. Please note: Completing and returning this application does not guarantee housing.***

Qualifications:

1. We will be conducting court record searches and want to see clean court records. This means no criminal activity, no previous evictions and a minimum amount of traffic violations and judgments on your record.
2. We will be contacting your current and/or prior landlord for rental verification. We want to see good rental history. This means no evictions, no unlawful detainer actions started, very few late fees and a good all-around reference from your current/prior landlord.
3. We will be doing online searches to see what public records come up under your name – to further verify the accuracy of the information provided on this application.
4. We are looking for an income of at least 3 times the amount of monthly rent. We will require proof of employment and income usually in the form of W2s and paystubs. Self employed applicants must provide the past two years IRS Form 1040 and Schedule C.

**FAX YOUR COMPLETED APPLICATION TO:
Payfirst Properties FAX (360) 659-3394**

Or scan and email to payfirstproperties@gmail.com