

# Alder Property Management

Mailing Address: 4110 SE Hawthorne, #220, Portland, OR 97214  
 Phone- 503.419.9798 Fax- 503.715.5796

## RENTAL APPLICATION

www.alderpdx.com

- ✓ Each ADULT (18 or older) must fill out a separate application
- ✓ There is a non-refundable \$40 application fee for each adult
- ✓ Please bring your identification so we can verify your identity
- ✓ Incomplete or inaccurate info may result in a delay of processing

Receipt # \_\_\_\_\_  
Office Use

Property Code \_\_\_\_\_  
Office use

Address Applied For:	Unit No.	Monthly Rent	Today's Date	Desired Move-in Date
		\$	/ /	/ /

### ✓ APPLICANT

Last (legal)	First	MI	Birth Date	Social Security No.	Driver's License # / State
			/ /		
Any Other Names You've Used In The Past?		Home Phone #	Cell Phone #	Email Address	
All Other Proposed Occupants (under the age of 18)			Birthdates or Age	Relationship To Applicant	

### ✓ RENTAL/RESIDENCE HISTORY

	Current Residence	Previous Residence	Previous Residence
Street Address			
City			
State & Zip			
Rent Amount	\$	\$	\$
Landlord Name			
Landlord Phone #			
Reason for leaving			
Rent or Own?			
	From/To	From/To	From/To
Dates of Residency			

### ✓ EMPLOYMENT HISTORY

	Current Employment	Previous Employment	Previous Employment
Employer Name			
Address			
Employer's Phone #			
Job Title			
Name of Supervisor			
MONTHLY Gross Pay			
	From/To	From/To	From/To
Dates of Employment			
Other Income / Source			

### ✓ PET INFORMATION

	Type of Animal	Name	Breed	Age	Color	Weight	Current on Vaccinations?
Pet #1							
Pet #2							
Has your pet (s) ever injured anyone? If yes, please explain.			Has your pet (s) ever damaged anything? If yes, please explain.				

Initial \_\_\_\_\_

✓VEHICLES

Make	Model	Color	Year	License Plate # / State

✓EMERGENCY CONTACT & REFERENCES

Name	Address	Telephone Number	Relationship
Bank	Branch	Phone	Acct. #

✓GENERAL INFORMATION

Do you have renter's insurance? If so, with who?	Have you ever broken a lease? If yes, please explain.
Have you ever filed for bankruptcy? If so, when?	Will an RV, atv's, wave runners, boats, etc. be stored at the property?
Do you own a waterbed, fish tank or aquarium?	How did you hear about the property?
Have you or any other person who will be occupying the unit been convicted of, pled guilty or no contest to, any felony or misdemeanor? Explain	Have you ever been evicted/foreclosed? If yes, please explain.
Are you or any other household member a Registered or Unregistered Sex Offender?	Do you operate a home based business? If yes explain.
We are going to run a credit check and a criminal background check. Is there anything we will find that you want to comment on?	

Fees	Deposits
Late rent payment fee \$100	Security deposit minimum \$one (1) month's rent
Lease break fee \$one-in-a-half times (1.5x) one month's rent	Security deposit maximum \$two times (2x) one month's rent
NSF check fee of \$35 + bank charges	Other _____ \$ _____
Smoke Alarm/Carbon Monoxide Alarm Tampering Fee \$250	Other _____ \$ _____
Lost key, access card fee \$50	
Non-compliance fee* \$50	
1. Late payment of utility	** Smoking is not allowed inside this unit, or on the exterior grounds.**
2. Failure to clean pet waste	
3. Failure to clean garbage/rubbish	
4. Parking violations or improper use of vehicles	

Good Faith Estimate: Approximate number of units currently available, or will in the foreseeable future be available, of the size & in the area requested: \_\_\_\_\_ units.  
 Approximate number of applications previously accepted & currently under consideration for those units: \_\_\_\_\_ applications.  
 If the blanks above are not filled in, then there is at least one unit available and there are no applications ahead of yours currently under consideration.

**Agreement & Authorization Signature**

Applicant represents that all of the above statements are true and complete, and hereby authorizes verification of above information, references, and criminal history and credit records. Applicant understands that an investigative consumer report including information about character, credit history, general reputation, personal characteristics, mode of living, and all public record information including criminal records may be made. Applicant acknowledges that false, misleading or misrepresented information may result in the application being rejected and/or will void the rental agreement if any information later is found to be false and will be grounds for immediate eviction with loss of deposits and any other penalties. By signing below, the applicant has read and fully understood the information on the application and screening criteria.

Applicant Signature:  \_\_\_\_\_

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

Owner/Agent:  \_\_\_\_\_ Date: \_\_\_\_\_

-OFFICE USE-

Application Fee Received  Yes  No Cashier's Check \_\_\_\_\_ Money Order \_\_\_\_\_ Check# \_\_\_\_\_ Cash \_\_\_\_\_

Visual Proof of Drivers Lics. / State I.D.: Yes  No  Date Rec'd \_\_\_\_\_ Time Rec'd \_\_\_\_\_