



9040 Willows Rd. NE #101  
Redmond, WA 98052  
425-861-0500

## APPLICATION AND APPROVAL PROCESS

- Use our application as provided
- Application must be filled out completely and signed by each applicant.
- Use a credit or debit card for the \$38 screening fee, if payment is not included on app. it is not considered a complete application and will not be screened.
- Enter property address, rent amount and lease length desired on the application.

The application will be reviewed by the property manager and the applicant will be contacted to review terms.

Screening may take 24-72 hours depending on how busy the screening company is at that time.

The property will remain on the market, and will continue to be shown to prospective applicants until a lease is signed and payment made to secure the property.

- It is not possible to 'hold' a property or put a deposit down prior to application approval.

Application screening includes:

- Credit check
- criminal background search
- rental reference and verification
- employment and income verification

Applicant may want to provide proof of income to help expedite the process.

### DENIAL OF APPLICATION

- A criminal background will result in an automatic denial of application.
- Collections, liens, slow pay or bankruptcy may result in the denial of an application
- A poor landlord reference may result in a denial of an application
- Applicants must make 3 times the rent per month to qualify

The lease will be written once:

- the application is approved and/or
- a response from the owner is obtained.

**Return Application To:**  
ABODA Property Management  
9040 Willows Road, Suite 101  
Redmond, WA 98052  
425-602-5562

FAX Call First:  
425-861-0999



\_\_\_\_\_ Non-Refundable Screening Fee

Address of Rental Property \_\_\_\_\_ Unit# \_\_\_\_\_  
Applicant's Name \_\_\_\_\_ Date of Birth \_\_\_\_\_  
Social Security# \_\_\_\_\_ Driver's License \_\_\_\_\_ Telephone \_\_\_\_\_  
Spouse \_\_\_\_\_ Date of Birth \_\_\_\_\_  
Social Security# \_\_\_\_\_ Driver's License \_\_\_\_\_ Telephone \_\_\_\_\_  
Other Occupant's Name, Age and Relationship \_\_\_\_\_

**CURRENT ADDRESS**

Street \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Apt# \_\_\_\_\_ Name of Apt \_\_\_\_\_  
Move in Date \_\_\_\_\_ Move out Date \_\_\_\_\_  
Rent/Own/Lease \_\_\_\_\_ Rent Amt \_\_\_\_\_  
Landlord Mgmt Co. \_\_\_\_\_  
Address \_\_\_\_\_  
Landlord's Telephone \_\_\_\_\_

**PRIOR ADDRESS**

Street \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Apt# \_\_\_\_\_ Name of Apt \_\_\_\_\_  
Move in Date \_\_\_\_\_ Move out Date \_\_\_\_\_  
Rent/Own/Lease \_\_\_\_\_ Rent Amt \_\_\_\_\_  
Landlord Mgmt Co. \_\_\_\_\_  
Address \_\_\_\_\_  
Landlord's Telephone \_\_\_\_\_

**CURRENT EMPLOYER**

Applicant

Company \_\_\_\_\_  
Telephone# \_\_\_\_\_ Supervisor \_\_\_\_\_  
Address \_\_\_\_\_  
Hire Date \_\_\_\_\_ Salary \_\_\_\_\_  
Occupation \_\_\_\_\_ Full/Part Time

**CURRENT EMPLOYER**

Spouse

Company \_\_\_\_\_  
Telephone# \_\_\_\_\_ Supervisor \_\_\_\_\_  
Address \_\_\_\_\_  
Hire Date \_\_\_\_\_ Salary \_\_\_\_\_  
Occupation \_\_\_\_\_ Full/Part Time

Additional Income(other employment, child support, interest, etc.) \_\_\_\_\_  
Bank \_\_\_\_\_ Account # \_\_\_\_\_ Telephone \_\_\_\_\_  
Pets? Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, number, size and type(s) \_\_\_\_\_  
Have you ever used any other names? If Yes, name(s) \_\_\_\_\_  
Have you ever been convicted of a crime? Yes \_\_\_ No \_\_\_ Have you ever been evicted or refuse to pay rent? Yes \_\_\_ No \_\_\_

Auto / Year /License 1) \_\_\_\_\_ 2) \_\_\_\_\_

Local Contact \_\_\_\_\_ Address \_\_\_\_\_ Telephone \_\_\_\_\_  
Nearest Relative \_\_\_\_\_ Address \_\_\_\_\_ Telephone \_\_\_\_\_

In compliance with the Fair Credit Reporting Act, State and Federal Laws, this is to inform you that an investigation involving the statements made on this application for tenancy is being initiated by AccuSearch Inc. I/We certify to the best of my/our knowledge all statements are true and complete. I/We further authorize AccuSearch Inc. to obtain credit reports, court/criminal records, character reports, general reputation, mode of living, rental references and employment history as needed to verify all the information put forth on this application. SCREENING FEE IS NON-REFUNDABLE.

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

Screening Provided



P.O. Box 28297  
Bellingham, Washington  
Phone: 1-877-646-4466

I authorize AccuSearch, Inc. to charge my credit card account.  
\_\_\_\_\_ Visa \_\_\_\_\_ MasterCard \_\_\_\_\_ American Express  
Account Number \_\_\_\_\_  
Amount \$ 38.00 Exp. Date \_\_\_\_\_ Code \_\_\_\_\_  
Signature \_\_\_\_\_

