



\*No smoking or vaping  
cigarettes or marijuana inside  
any unit.

R&R Properties of Eugene 1577 Oak St, Eugene, OR 97401  
Phone: (541) 505-9907  
[charlie@randreugeneproperties.com](mailto:charlie@randreugeneproperties.com) [www.rreugpropmgmt.com](http://www.rreugpropmgmt.com)

## Rental Application

**Property Manager to complete this section:**

Property address: \_\_\_\_\_ Date received: \_\_\_\_\_

**RENT, DEPOSIT, AND FEE DISCLOSURE** (Amounts listed below may be subject to change before the rental agreement is executed)

Monthly rent: \$ \_\_\_\_\_ Security Deposit: \$ \_\_\_\_\_ Other Deposit: \$ \_\_\_\_\_

**DEPOSITS MAY INCREASE IF APPLICANT IS UNABLE TO MEET ONE OR MORE OF OWNER/AGENT'S SCREENING CRITERIA**

- If checked, Renter's Insurance is required** – Tenant is required to maintain minimum of \$100,000 liability coverage and list Owner/Agent as Interested Party. If Tenant(s) combined household income falls at or below 50% of the median for the area, Renter's Insurance may not be required. Owner/Agent is also responsible to maintain their own insurance policy and may not "self insure" if Renter's Insurance is to be required. Owner/Agent must provide proof of property insurance to Tenant upon request.

**Owner/Agent may charge the following:**

- Late payment of rent charge of \$75.
- Smoke alarm and carbon monoxide alarm tampering fee of \$250.
- Discharged check fee of \$35 plus amount charged by bank.
- Early termination of lease fee not to exceed 1-1/2 times the monthly rent, or actual damages at the option of Owner/agent.
- Owner/Agent may charge the following non-compliance fees after first giving a written warning notice of initial violation if noncompliance occurs within one year: \$50 fee for 2<sup>nd</sup> violation, and \$50 plus 5% of current rent for each subsequent violation. 1. Failure to clean up animal waste, garbage, rubbish or other waste. 2. Parking violation or other improper use of vehicle.
- Owner/Agent may charge a fee for keeping on the premises an unauthorized pet capable of causing damage. Fee may be assessed for repeat violations that occur as early as 48 hours after the effective date of written warning notice, and for each subsequent violation within one year of issuance of written warning. Fee not to exceed \$250 per violation.

- Owner/Agent may charge a fee for smoking/vaping in a clearly designated non-smoking/vaping unit or area of the premises. Fee may be assessed for repeat violations that occur as early as 24 hours after the effective date of a written warning notice, and for each subsequent violation within one year of issuance of written warning. Fee not to exceed \$250 per violation.

*Applicant to complete the remaining document starting here:*

**Applicant Information: All applicants over the age of 18 must complete and sign their own application.**

Full legal name: \_\_\_\_\_  
Last First Middle

SS number: \_\_\_\_\_ Date of birth: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_ Driver's license number: \_\_\_\_\_ State: \_\_\_\_\_

**Rental References: Due to previous rental history you may be asked to provide additional information, be accompanied by a co-signer, or additional deposit may apply.**

Current address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Current landlord: \_\_\_\_\_ Phone: \_\_\_\_\_

Current rental amount: \$ \_\_\_\_\_

Move-in date: \_\_\_\_\_ Reason for leaving: \_\_\_\_\_

Previous address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Previous landlord: \_\_\_\_\_ Phone: \_\_\_\_\_

Previous rental amount: \$ \_\_\_\_\_

Move-in date: \_\_\_\_\_ Move-out date: \_\_\_\_\_ Reason for leaving: \_\_\_\_\_

Have you ever: Been evicted? Yes \_\_\_ No \_\_\_ Been sued by Landlord? Yes \_\_\_ No \_\_\_

Filed bankruptcy? Yes \_\_\_ No \_\_\_ Foreclosure/Short sale? Yes \_\_\_ No \_\_\_

Have you ever been convicted, pleaded guilty, or no contest to a crime? Yes \_\_\_ No \_\_\_

If you have answered YES to any of the above please explain: \_\_\_\_\_

**Banking and Credit Information:**

Name of bank: \_\_\_\_\_ Branch: \_\_\_\_\_

Type of account (debit, credit, etc.): \_\_\_\_\_

**Employment History: Must provide three months proof of income.**

Current employer: \_\_\_\_\_ Date hired: \_\_\_\_\_

Supervisor: \_\_\_\_\_ Phone: \_\_\_\_\_

Job title: \_\_\_\_\_ Take home pay: \$ \_\_\_\_\_ /month

Full time \_\_\_\_\_ Part time \_\_\_\_\_

Previous employer: \_\_\_\_\_ Date hired: \_\_\_\_\_ End date: \_\_\_\_\_

Supervisor: \_\_\_\_\_ Phone: \_\_\_\_\_

Other income: \$ \_\_\_\_\_ /month Source: \_\_\_\_\_

Other income: \$ \_\_\_\_\_ /month Source: \_\_\_\_\_

**Personal References:**

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**Emergency Contact: This person will only be contacted in case of emergency.**

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**Members of the Household: For purposes of identification ONLY. Provide names and dates of birth of all other occupants. Note: Those persons 18 years and older MUST fill out a separate application.**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Vehicles: Please include your personal vehicle(s) that will be on or near the premises.**

Make: \_\_\_\_\_ Model: \_\_\_\_\_ Color: \_\_\_\_\_ Plate: \_\_\_\_\_ State: \_\_\_\_ Year: \_\_\_\_\_

Make: \_\_\_\_\_ Model: \_\_\_\_\_ Color: \_\_\_\_\_ Plate: \_\_\_\_\_ State: \_\_\_\_ Year: \_\_\_\_\_

Make: \_\_\_\_\_ Model: \_\_\_\_\_ Color: \_\_\_\_\_ Plate: \_\_\_\_\_ State: \_\_\_\_ Year: \_\_\_\_\_

Other vehicles/boats: \_\_\_\_\_ Plate: \_\_\_\_\_ State: \_\_\_\_ Year: \_\_\_\_\_

**Pets: Pets may or may not be allowed at the unit you are applying for. Tenants with pets will be required to provide additional pet deposit and photo of pets. Some breeds will not be accepted.**

Type/Breed: \_\_\_\_\_ Name: \_\_\_\_\_ Weight: \_\_\_\_\_ Age: \_\_\_\_\_

Has pet ever injured anyone or damaged anything? Yes \_\_\_\_ No \_\_\_\_

Type/Breed: \_\_\_\_\_ Name: \_\_\_\_\_ Weight: \_\_\_\_\_ Age: \_\_\_\_\_

Has pet ever injured anyone or damaged anything? Yes \_\_\_\_ No \_\_\_\_

Do you smoke? \_\_\_\_\_ Do you have renter's insurance? \_\_\_\_\_

Would you like more information on renter's insurance? \_\_\_\_\_

How did you hear about us? R&R Website \_\_\_\_ Newspaper \_\_\_\_ Phone book \_\_\_\_ Social media \_\_\_\_

Craigslist \_\_\_\_ Zillow \_\_\_\_ Apartments.com \_\_\_\_ Other (please specify) \_\_\_\_\_

**APPLICANT SCREENING CHARGE DISCLOSURES**

- 1) Owner/Agent may obtain a credit report, or a tenant screening report which generally consists of:
  - a) Credit History including credit report;
  - b) Public records, including but not limited to judgements, liens, evictions, and status of collection accounts;
  - c) Current obligations and credit ratings; and/or
  - d) Criminal records or other information verification.
  
- 2) Owner/Agent is requiring payment of an Applicant Screening Charge \$40 none of which is refundable unless the Owner/Agent does not screen the applicant. This application is valid for up to 60 days from the date of receipt by Owner/Agent.
  
- 3) If the mail receptacle associated with the dwelling unit is a locking type, Tenant(s) are solely responsible for the fees charged by the Postmaster for the re-keying of the box should a key not be provided by the Owner/Agent, or if the mail box has not been re-keyed between tenancies.

Incomplete applications will not be accepted. Inability to verify information may result in denial of application. Presentation of false information may result in denial of application or termination of tenancy if discovered within one year of submission of application.

**No marijuana, medical or otherwise, may be grown, stored, or consumed on the premises without the prior written consent of Owner/Agent.**

**I certify the above information is correct and complete and hereby authorize investigation to all statements contained in this application and to make any inquiries deemed necessary to evaluate my tenancy and credit standing (including, but not limited to, credit checks, background, criminal, and Tenant/Landlord history). I also understand that the Landlord may terminate any rental agreement entered into for any misrepresentation made above. Application is valid for up to sixty days from date of receipt by Owner/Agent/Manager. I understand that all information supply above can and may be shared with the Owner of the property of interest.**

---

Applicant Signature Date