



CHINOOK PROPERTIES

APPLICATION GUIDELINES

1590 High St. Eugene, Oregon 97401 (541) 484-0493 (800) 678-2252

APPLICATION FEES ARE:

\$20 with an Oregon driver's license / \$30 with an out of state driver's license

We accept Money orders, Cashier's checks or Personal checks for rent, fees and deposits.

Cash is ONLY accepted for application fees.

POSSESSION OF PROPERTY

- ❖ Approved applicant(s) will be expected to take possession as soon as the property is available, and pay all rents/deposits due at that time; otherwise the property will go to the next applicant in line.
- ❖ Partial deposit payments will not be accepted.

APPLICATION SCREENING POLICIES

- ❖ All persons 18 years of age or older, MUST submit an application
- ❖ Applicants must provide photo/signature identification
- ❖ We review complete applications in the order they are received
- ❖ We attempt to approve or deny complete applications within 3 business days of applicant seeing the interior of the property.
- ❖ Inability to verify information within 3 business days may result in loss of placement or denial for requested property.

COMPLETED APPLICATIONS:

- ❖ Applications are not considered complete until all verifiable information is received- this includes co-signer applications, when needed.
- ❖ Group applications are not considered complete until all parties individual information is received
- ❖ Three years of verifiable rental history from unbiased/unrelated sources is required for a complete application. Family, friends, and/or dorm rooms, are NOT considered verifiable rental history.
- ❖ Gross household income must be at least three (3) times the amount of rent
- ❖ Income/resources must be provided. This includes: pay stubs, current tax records, and/or the most recent 3 months' bank statements

CREDIT/CRIMINAL/PUBLIC RECORDS CHECK:

- ❖ A credit and criminal background check will be performed
- ❖ A felony conviction or eviction are grounds for immediate denial
- ❖ Negative credit/criminal reports may result in denial of an application