

BITTERROOT PROPERTY MANAGEMENT, INC.

414 W. Broadway • Missoula, MT 59802
406-549-9631 (Phone) • 406-542-1396 (Fax)
<http://www.rentbpm.com>

RENTAL APPLICATION AND RENTING POLICIES

I have physically inspected this unit on ___ / ___ / ___ and am satisfied with the condition and cleanliness of the unit. I therefore submit this application to you for consideration.	
Applicant Name	
Property Address	
Requested Length of Lease	

Applicant must clearly and completely fill out application form once they have decided on a rental. There is a \$40.00 application fee applied only if applicant is approved for a unit. This fee is not refundable. A photo ID will be required at the time you submit the application for processing.

Applications are accepted and approved based on the following criteria:

1. *Good Credit*—A credit bureau report will be obtained from a national credit bureau. Credit references may be contacted. Please provide phone numbers.
2. *Employment of at least 4 months is preferred.* Note if you are a student this may be waived.
3. *Good Previous Rental History*—We may verify your rental history; please provide accurate names and phone numbers.
4. *Complete Application*—Failure to complete the entire application can result in denial.

We will try to process your application within 24 hours. Applications will not be pre-screened. Incomplete or falsified applications will be rejected. All applications submitted become the property of Bitterroot Property Management, Inc.

We cannot guarantee any unit you have seen to be available by the time your application is processed. We cannot be held responsible for any unit that is rented after you have seen it and turned in an application.

If your application is approved and your move-in date is not immediate, the security deposit, first months rent and the application fee will be taken in advance to secure the unit for you. **The deposit, first months rent and fees must be paid in cash, money order or cashier's check.** Upon move out the security deposit is refundable as outlined by state law.

Please inform us of any changes in either your phone number and/or places of employment within 48 hours of signing the lease.

Bitterroot Property Management staff is available to answer any questions regarding the application process, rental agreement, or other pertinent information. We want to make sure that you understand what you are reading and signing. If you have questions, please ask.

Thank you for this opportunity to assist you. We value you as a customer and look forward to servicing your rental needs.

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APPLICATION FORM (AGE 18 AND OVER)

Personal Information – Tell us a bit about yourself					
Your Name		Other names?			
Social Security No.		Phone No.			
Spouse's Name		Other names?			
Social Security No.		Phone No.			
In the space below, list any other persons who will be residing with you in this property.					
Does anyone listed above smoke?	yes	no	Will you be using a waterbed?	yes	no
Do you have rental insurance?	yes	no	Do you own a vacuum cleaner?	yes	no
Do you own hoses/sprinklers?	yes	no	Do you own a lawn mower?	yes	no
Have you ever filed bankruptcy? If so, please list when in the space below.				yes	no
Are there any judgments against you? If so, please list specifics of the situation.				yes	no

Pets – If you have pets, please provide details below					
Type		Age		Size	
Type		Age		Size	
Type		Age		Size	

Living Arrangements – What are the details of your previous housing situation?					
Address				Rent	
City		State		Zip	
Lived here from		to			
Landlord's Name			Landlord's Phone		
Reason for moving					
Did you maintain a yard including mowing, raking, weeding and watering?				yes	no

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APPLICATION FORM CONTINUED

Employment Information – Tell us about where you work					
Your Employer		Years		Months	
Your Position		Phone #			
Your Supervisor		\$/month			
Spouse's Employer		Years		Months	
Spouse's Position		Phone #			
Other sources of Income					

Vehicle Information – Please list and provide a copy of registration for each vehicle you own							
Year		Make		Color		Plate	
Year		Make		Color		Plate	
Year		Make		Color		Plate	

Criminal History – Please place a check in the box containing your answer		
Have you or your spouse ever been convicted of or pleaded guilty or no contest to a felony whether or not resulting in a conviction?	yes	no
Have you or your spouse ever been convicted of or pleaded guilty or no contest to a misdemeanor involving sexual misconduct whether or not resulting in a conviction?	yes	no
Are you or your spouse listed as a sexual and/or violent offender with the United States Department of Justice?	yes	no

Nearest Living Relative		Emergency Contact	
Name		Name	
Phone		Phone	
Relationship		Relationship	

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DISCLOSURE AND AUTHORIZATION

The undersigned declares that the information on this rental application is true and correct, and understands that false statements may result in rejection of this and any future applications for housing which we manage. The undersigned does further understand that all persons or firms named may freely give any requested information concerning me and I hereby waive all right to action for any consequences resulting from such information. By my signature below, I authorize the investigation and release of the information on all statements contained herein, including but not limited to a credit check, to Bitterroot Property Management, Inc to any property which I am applying for.

I further understand and agree that Bitterroot Property Management, Inc will rely upon the rental application as an inducement for entering into a rental agreement or lease and I warrant that the facts contained in this application are true. If any facts prove to be untrue, Bitterroot Property Management, Inc may terminate my tenancy immediately and collect from me any damages incurred including reasonable attorney's fees resulting therefrom.

You are also herein notified that a negative credit report reflecting your credit record may be submitted in the future to a credit reporting agency if you fail to fulfill the terms of your rental obligations or if you default in those obligations in any way.

Beginning at the time that I tender a deposit for a property which I intend to lease, and Bitterroot Property Management, Inc. accepts such deposit, I agree to lease the property according to the terms and conditions of the lease agreement for that property, though not yet signed. The starting date for my occupancy of the property will be the first day the property is available for lease or an agreed upon date if different from that date. I agree that the lease agreement shall be in full force and effect from the time that my deposit is accepted, even if the initial occupancy date is after the date the deposit is accepted.

Bitterroot Property Management, Inc. welcomes all applicants and supports fair housing. Bitterroot Property Management, Inc. does not discriminate against a person because of marital status, sex, race, creed, religion, age, familial status, color, national origin, physically or mentally challenged persons.

Notice of the contractual relationship between the Property Owner and Bitterroot Property Management, Inc: Bitterroot Property Management, Inc. is an exclusive agent of the Property Owner and represents the Property Owner's interest in any and all rental transactions.

Applicant Signature		Date	
Spouse Signature		Date	
Received By		Date	