



Application and Screening Criteria

Owner/Agent Name: Sandy Stamato and Vincent Stamato

Rental Premises Address: Seattle WA 98177

Building Name: Broadview Garden Retreat

All prospective residents must read the following application instructions and rental criteria prior to submitting a rental application for the above listed rental home.

This notice includes the following major sections:

1. Information Accessed for Screening
2. Terms and Policies to be Offered
3. Instructions to Apply
4. Required Documentation and Fees to be Included with each Application
5. Minimum Criteria for Acceptance
6. Qualified Guarantors

1. INFORMATION ACCESSED FOR SCREENING

As part of our rental screening process, we will access the following information:

- Review and verification of all documentation provided by the applicant.
- Credit Report

If a credit report is not available, records documenting any outstanding debt including payment history must be provided.

If you believe that there is an error on your credit report, you may file a dispute by contacting TURSS at 888-387-1750 or emailing TURSSDispute@transunion.com. You can also mail a dispute to TransUnion Rental Screening Solutions, Attention: Consumer Dispute Team, PO Box 800, Woodlyn, PA 19094. See the TransUnion website for more information <https://www.transunion.com/credit-disputes/dispute-your-credit>

Owner/Agent will will not accept a portable screening report.

- Public Records (May include civil and criminal court records, and sex offender registry in compliance with any local law restrictions.)
- Rental References

2. TERMS AND POLICIES TO BE OFFERED

Each Applicant must be willing to agree to the following basic terms and policies, in addition to all other terms included in our standard lease agreement. Applications are processed in the order they are received. The first applicant who meets the screening criteria and submits a complete application will be offered the tenancy.

1. **No Broker/Agent Representation.** This property is privately owned and managed by the Owner. Under no circumstances does this lease create a real estate broker agency relationship/representation between the Owner and the Resident.
2. **Lease Duration.** All leases must have a fixed term of 3 to 12 months. We do not offer month-to-month leases.
3. **Rent.** \$3850
4. **Fully Furnished.** Rental Premises are fully furnished.
5. **Utilities Included.** Water, sewer, garbage, electricity, ADT security and internet are included in the rent and are based on typical residential use.
6. **Occupancy.** The home is intended for occupancy by a maximum of two (2) residents based on the size, layout, and shared utility configuration of the property.
7. **Nonrefundable Screening Fee. \$40** per applicant screening fee.
8. **Refundable Security Deposit.** Refundable Security Deposit is **\$2000** and is paid at check-in with venmo,,zelle or certified funds (cashier's check or money order) payable to Sandy Stamato.
9. **Payment Methods.** Security deposit must be paid in a form of payment acceptable to Owner.
10. **Renter's Insurance.** A renter's insurance policy with Tenant Liability coverage for the property equal to or greater than **\$300,000**. The Owner ("Sandy Stamato") must also be named as an "Additional Interest" party on the policy. Prior to occupancy, Resident is required to provide evidence of required coverages, when the policy will start & end, and who is named on the policy.



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11. **US Mail.** For stays greater than 9 months, Resident will be provided a key to the shared mailbox. If the key is lost or not returned, Resident is responsible for rekeying the mailbox and replacing all existing keys.
12. **No pets.** No pets or animals are permitted on the Premises. Resident shall not keep, harbor, or allow any pets or animals on or about the Premises, including those belonging to guests or visitors. Owner resides on-site and shares the property with an existing dog. In order to maintain a safe and comfortable environment for all occupants of the property, pets are not permitted in the rental unit.
This policy does not apply to service animals or assistance animals as defined by applicable law. Owner will consider **Dog Guide or Service/Emotional Support Animal accommodation may be granted if:**
 - a. The animal has been trained to assist a disabled resident with a necessary task or work. Owner will consider reasonable accommodation requests in accordance with applicable law. Verification may be requested as permitted by law.
 - b. Resident will return the premises to its original condition at end of lease. Resident will assume responsibility for all costs associated with removing all traces of an animal ever entering the premises.
 - c. Animals will be nonaggressive, leashed when outdoors, vaccinated, and licensed (if applicable). Waste must immediately be removed and disposed of properly.
13. **Parking.** Residents are limited to parking up to 2 operatable and licensed passenger vehicles. Recreation vehicles and trailers are not allowed. Off-street parking can accommodate up to 2 vehicles, depending on size. Residents are responsible for any Property damage resulting from the operation of their motor vehicle.
14. **ADT.** The apartment rental has it's own ADT security system. If a false alarm is triggered due to tenant use or misuse of the security system and results in a fee or fine from the monitoring service or local authorities, tenant agrees to reimburse owner for the actual cost incurred. We're happy to walk you through the system to help avoid accidental alarms.
15. **Noise.** Resident and their guests and invitees shall maintain order and reasonable quiet outside the dwelling. Loud, offensive, disturbing, or objectionable noises, boisterous activities or conduct (e.g., amplified or percussion musical instruments, loud music/parties, loud vehicles/devices, barking dogs for legal support animals, treating neighbors impolitely) that unreasonably disturbs surrounding neighbors' ability to sleep, or enjoyment of a residential area is prohibited. Residents shall comply with all local rules and regulations relating to noise and nuisances.
16. **Plumbing Care:** Due to the age and sensitivity of the plumbing system, Resident agrees to use reasonable care. Only human waste and toilet paper shall be flushed. The use of single-ply toilet paper is recommended. Resident is responsible for the cost of clearing any plumbing blockage resulting from negligence or improper use, including but not limited to flushing wipes, paper towels, hygiene products, or excessive amounts of paper.
17. **Resident may only use the Premises as a temporary residential dwelling. The Premises may not be used for:**
 - a. smoking, vaping, candles, or incense
 - b. installing/attaching anything on/in the Premises
 - c. storage, additional appliances/furniture, or for storing expensive articles that create an increased security risk
 - d. manufacturing any type of food or product
 - e. in-person selling or services of any kind (e.g., Airbnb, business transactions, garage sales, Facebook Marketplace, Offer Up, Craigslist)
 - f. auto repair or maintenance
 - g. the growing of, or storage of, marijuana
 - h. having firearms or fireworks
 - i. planting, digging, or otherwise disturbing existing landscaping.
18. **The Owner:**
 - a. will provide starter consumables (e.g., soap, cleaners, paper products). Resident is responsible for purchasing their own consumables once initial supplies are consumed.
 - b. **Outdoor Maintenance:** Owner will maintain general landscaping, including mowing, trimming, watering, and plant care. Resident is responsible for the care and maintenance of any potted plants and for reasonable upkeep of outdoor areas in their use.
 - c. Landscaping maintenance may be performed during daylight hours. Owner will provide notice when required and will coordinate timing when reasonably possible.
 - d. will schedule routine inspections every 6 months to ensure Premises are properly maintained and cared for.
 - e. is not responsible for lost or stolen deliveries.

19. Check-in and Checkout:



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- a. Residents may check-in on the first day of the lease beginning at 1:00 PM Pacific Time. The Owner may allow an earlier check-in time if the Premises are available. Access for occupancy will only be granted once all lease paperwork is signed/executed, renter's insurance is verified, and any outstanding rent/deposits have been paid in full.
- b. Residents must complete check-out by 11:00 AM Pacific Time on the last day of the lease.

3. INSTRUCTIONS TO APPLY

A. Identify Verification, and Terms and Policies

To ensure our Terms and Policies above are clearly understood and we can verify your identity, the application process starts with a Zoom or onsite conversation with each adult prospective tenant (18+ years of age or emancipated minor). Please attend on time or timely reschedule.

For privacy reasons, we do not offer onsite showings if the unit is currently occupied. Photos and video of the space and current amenities can be viewed on our website.

To verify your identity, we require each adult applicant/guarantor to share their front and back of their positive proof of identification. Alternative documentation will be considered for immigrant applicants.

B. Applicant Screening and Offer of Tenancy

All interested parties are invited to apply. To obtain an online Application for Tenancy, each adult applicant/guarantor will need to share an email address. If you do not have access to a computer, paper copies of the application are available upon request.

An application is considered complete when we have received ALL the items listed in Section 4 below for each and every adult prospective tenant (18+ years of age or emancipated minor) and/or guarantor.

Applications will be evaluated per the Minimum Criteria for Acceptance (Section 5 below).

If you have a "freeze" currently placed on your credit, please temporarily lift the freeze prior to submitting your application.

If you meet our Rental Criteria and Terms your application will be approved and Offer of Tenancy made. You will have up to 24 hours after it is sent to accept the Offer of Tenancy before it is void.

If you do not meet our Rental Criteria and Terms, an Adverse Action Notice will be communicated. The notice will indicate whether you are Rejected or Approved with Conditions.

C. Leasing and Payment of 1st Month's Rent

If you accept our Offer of Tenancy within 24 hours, a Washington Single-Family Property Term Lease will be sent to each adult prospective tenant for digital signature via email. Once sent, all prospective adult tenants have up to 48 hours to sign the lease and submit the first month's rent. If you do not have access to a computer, arrangements must be made within that same 48-hour period to complete signing and payment in person using a cashier's check or money order. These timeframes may be adjusted by Owner with written agreement.

On the first day of our lease you must make an appointment to complete check-in (1:00 PM PT or later). Occupancy (e.g. door access code) cannot be granted until the following obligations are fulfilled:

- Proof of renter's insurance.
- Completion and signing of property condition report.
- Payment of the security deposit with certified funds (cashier's check, Venmo or Zelle) payable to Sandy Stamato.

4. REQUIRED DOCUMENTATION AND FEES TO BE INCLUDED WITH EACH APPLICATION

An application is considered complete when we have received ALL the items listed below for each adult prospective tenant (18+ years of age or emancipated minor) and/or guarantor.

1. Copy of Photo ID

To verify the identity of Applicant(s), each adult prospective tenant/guarantor will need to share positive proof of identification (i.e., government-issued photo identification card including but not limited to a driver license or similar state-issued or federal government-issued identification card). We cannot accept military ID's as they cannot be copied under law. Name(s) on ID(s) must match names on other documents. Any discrepancies will require applicable legal documents. Alternative documentation will be considered for immigrant applicants.

2. Payment of Nonrefundable Screening Fee

Each adult applicant/qualified guarantor must individually pay for the cost of a 3rd party credit and background check. Credit/debit card payment information is collected as part of the online application process. The 3rd party credit and background check company does not accept checks or cash for payment of the screening fee.



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If you have a “freeze” currently placed on your credit, please temporarily lift the freeze prior to submitting your application.

Exceptions may be made on a case-by-case basis.

3. Online Application Questionnaire

We use a standard rental application questionnaire provided by the Rental Housing Association of Washington to collect each applicant's basic info including rental and financial history, and payment method for the Nonrefundable Screening Fee.

4. Proof of Income Documentation

Applicant(s) must demonstrate sufficient income to reasonably support the monthly rent, typically not exceeding 30–40% of gross monthly income. Guarantors, if used, must demonstrate sufficient income to support the lease obligations. Alternative forms of income verification or additional supporting documentation may be considered.

5. Service Animal Documentation (if applicable)

Service animals and assistance animals are welcome in accordance with applicable fair housing laws. If the need for the animal is not readily apparent, Resident may be asked to provide reliable documentation confirming that the animal is required due to a disability. No additional fees or deposits will be charged for such animals.

5. MINIMUM CRITERIA FOR ACCEPTANCE

1.1 Income & Financial Requirements

- Applicant(s) must demonstrate sufficient financial capacity to meet monthly rent obligations. As a general guideline, housing costs should reasonably align with gross monthly income, typically in the range of 30–40%, though overall financial strength and supporting documentation will be considered.
- Multiple adult applicants may combine income to meet qualification requirements. Applications may be evaluated based on the combined financial profile of all occupants.
- If an applicant has an existing lease obligation that overlaps more than 60 days with the proposed lease start date, that obligation may be considered when evaluating financial capacity.
- Guarantors, if used, must demonstrate sufficient financial capacity to support the lease obligations.
- Verified housing subsidies or third-party payments made directly to the landlord will be applied toward the applicant's rental obligation.
- Alternative and lawful sources of income will be accepted, including but not limited to wages, self-employment income, retirement income, government benefits, and housing assistance.
- All applications will be evaluated using consistent, objective criteria in accordance with applicable laws.

Please provide one or more of the following documents with your application for proof of income:

W-2 Employee Income

1. Two (2) recent pay statements (generally within the last 3 months), including employee name, employer name, and pay period dates

OR

2. An offer letter or employment contract identifying the Applicant and compensation.

Self-Employment/Retirement Income

- Three (3) most recent bank statements showing deposits and balances

AND/OR

- Most recent tax documentation (e.g., W-2, 1099, or first pages of IRS Form 1040).

Proof of Savings

- Recent bank statements demonstrating available funds sufficient to support rental obligations may be considered in lieu of or in addition to income

Alternative Source(s) of Income

- Income may be from any lawful, verifiable source, including but not limited to:
- Housing vouchers or subsidies



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- Social Security or disability benefits
- Retirement or pension income
- Unemployment benefits
- Child support, maintenance, or other regular payments
- Government, private, or nonprofit assistance programs

If a subsidy or voucher covers only a portion of the rent, Applicant may be asked to demonstrate the ability to pay their portion.

1.2 Financial History

Applicant(s)' credit history may be reviewed to assess overall financial responsibility and ability to meet lease obligations. Credit history will be considered as part of a broader evaluation of financial capacity.

If a credit freeze is in place, Applicant(s) may be asked to temporarily lift the freeze to allow review.

Applicants without an established credit history may be asked to provide additional supporting documentation or a qualified guarantor.

Medical debt, student loan debt, and other non-traditional credit factors may be considered in context and will not be the sole basis for denial.

Credit evaluation may include consideration of:

- Payment history and overall credit profile
- Collections, charge-offs, or negative marks
- Bankruptcy status
- Outstanding balances owed to prior landlords (excluding amounts protected under applicable law)
- Eviction or unlawful detainer history, as permitted by law

All applications will be evaluated using consistent, objective criteria in accordance with applicable laws.

1.3 Rental History

Applicant(s) should demonstrate a pattern of meeting rental or housing-related obligations.

Rental history may be evaluated based on factors including, but not limited to:

- Fulfillment of prior lease obligations
- Payment history (including late or returned payments)
- Outstanding balances owed to previous landlords
- History of eviction proceedings, as permitted by law
- Compliance with lease terms (including occupancy and pet policies)
- Care of the property and condition upon move-out
- Ability to live in reasonable harmony with neighbors

In accordance with RCW 59.18.625, nonpayment of rent occurring between March 1, 2020 and December 31, 2021 will not be considered.

Applicant(s) may be asked to provide verifiable rental references or mortgage history. If rental references are unavailable, alternative documentation (such as proof of homeownership or other housing history) may be considered.

Applications will not be denied solely due to lack of rental history; additional documentation or a guarantor may be requested where appropriate.

1.4 Criminal History/Sex Offender Registry



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We conduct an individualized assessment of any adult applicant with criminal history to determine whether a legitimate business reason exists to deny tenancy.

This evaluation may include:

- Nature and severity of the offense
- Time elapsed since the conviction
- Evidence of rehabilitation or good conduct
- Prior and subsequent rental or housing history
- Any additional information the Applicant wishes to provide

Criminal history will be evaluated in accordance with applicable laws and will not be the sole basis for denial without consideration of relevant mitigating factors.

1.5 Additional Information

Additional information provided by the Applicant, including but not limited to anticipated move-in date, length of tenancy, or supporting documentation, may be considered as part of the overall application review.

Applications may be denied for material misrepresentation, omission of relevant information, or behavior that poses a legitimate risk to persons or property, as permitted by law.

6. QUALIFIED GUARANTORS

Applicants who do not independently meet screening criteria may qualify with a guarantor.

Guarantors must:

- Submit a complete application
- Demonstrate sufficient financial capacity to support the lease obligations
- Meet applicable screening criteria

An application will not be considered complete until all required guarantor documentation has been received.