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Orca Information, Inc.
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CHECK ONE: Commercial Lease Report _____ Business Credit Report _____

COMMERCIAL/CORPORATE RENTAL APPLICATION

\$ _____ Non-Refundable Screening Fee

Address of Rental Property _____ Move in Date _____

Business Name _____ Tax ID /EIN Number _____

Business Address _____ City _____ State/Zip: _____

Contact Phone: _____ Contact E-mail: _____

Owner/Principal Name _____

Social Security Number: _____ Date of Birth: _____

Complete every item on application. Incomplete and/or Inaccurate information may result in process delay or Denial of Tenancy.

CURRENT ADDRESS INFORMATION

Street _____

City _____ State _____ Zip _____

Suite # _____ Name of Building _____

How Long (Mo/Day/Yr) From _____ to _____

Pymts/Rent Pd to _____ Amt\$ _____

Landlord/Management Company _____

Address _____

Tel# _____ Rent / Own / Lease _____

PREVIOUS ADDRESS INFORMATION

Street _____

City _____ State _____ Zip _____

Suite # _____ Name of Building _____

How Long (Mo/Day/Yr) From _____ to _____

Pymts/Rent Pd to _____ Amt\$ _____

Landlord/Management Company _____

Address _____

Tel# _____ Rent / Own / Lease _____

BANK REFERENCES

Name of Bank _____ Name of Bank _____

Branch _____ Tel# _____ Branch _____ Tel # _____

Account # _____ Account # _____

Contact Person _____ Contact Person _____

TRADE REFERENCES

Company Name _____

Branch _____ Tel# _____

Account # _____

Contact Person _____

TRADE REFERENCES

Company Name _____

Branch _____ Tel# _____

Account # _____

Contact Person _____

TRADE REFERENCES

Company Name _____

Branch _____ Tel# _____

Account # _____

Contact Person _____

TRADE REFERENCES

Company Name _____

Branch _____ Tel# _____

Account # _____

Contact Person _____

Has your Company done business under any other name? Yes _____ No _____

If yes, name(s) _____

Have you ever been evicted? Yes _____ No _____

Have you ever refused to pay rent? Yes _____ No _____

Have you ever filed Bankruptcy? Yes _____ No _____

Have you ever been convicted of a crime? Yes _____ No _____

List most recent year end gross sales revenues of business(s): Year: _____ Gross Revenue: _____

How many years in business? _____ List your personal Net Income from business: _____

Please attach or send in the following with this completed application:

Tax documents with the above gross income listed _____ Copy of Profit and Loss print out for the year _____

Tax documents with your personal Net Income for the year listed _____ Copy of Current Business License _____

Company brochure and/or business advertisement _____

Addendum (A) to Application for Tenancy

LETTER OF AUTHORIZATION

Revised 6/2018 to comply with Fair Tenant Screening Act

To whom it may concern,

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 ORCA Information. I/We certify that to the best of my/our knowledge all statements are "true & complete". I/We further authorize Orca Information, Inc. to obtain Credit Reports, Credit References, Bank Verification, Bank References, Court, Criminal & Juvenile Records, Arrest Detention Information and Character References, General Reputation, Mode of Living, and Rental References as needed to verify all information put forth in this application. **SCREENING FEE IS NON-REFUNDABLE.**

In addition, I confirm receipt of the **Tenant Selection Policy** (per WA State Fair Tenant Screening Act, 2012) from this landlord/property management BEFORE submitting this completed rental application and that I read, and understand my rights as described therein.

I also understand Orca Information's role is to provide background information to landlord/property manager. Orca Information does not make the decision to lease/rent or take any adverse action. Decision to lease/rent remains with the property manager/landlord.

You have the right to obtain a free copy of the consumer report in the event of a denial or other adverse action, and to dispute the accuracy of information appearing in the consumer report. The consumer reporting agency:

Orca Information, Inc.

120 E. George Hopper Road, Suite 108

Burlington, WA 98233

Phone 800-341-0022 Fax 800-522-6722

Applicant's Name (please print)

Applicant's Signature

Date of Authorization

Manager's/Assistant Manager's Signature

Please Charge \$ _____ for this report to my (circle one). There is an additional \$3.00 processing fee when paying with credit card.

VISA MASTERCARD DISCOVER ANNEX

Card # _____

Expiration Date: _____ CVV Code: _____

Print Name on Card

Signature of Cardholder

Card's Billing Address

City State Zip Code