

# Oregon Rental Application

General template, not legal advice. Have a Oregon attorney review before use. Last reviewed October 29, 2026.

Each adult who will live in the home completes a separate application. Incomplete applications may delay a decision. We follow federal, Oregon and local fair housing laws and apply the same written screening criteria to every applicant.

## 1. Property applied for

Property address and unit

Monthly rent

How you heard about the home

Desired move-in date

Requested lease length

Application fee paid

Application fee rules in Oregon: A screening charge may cover only the landlord's actual screening costs, requires written screening criteria and a receipt, and only one charge is allowed per applicant in any 60 day period. (ORS 90.295)

## 2. Applicant

Full legal name

Date of birth

Email

Social Security or ITIN number (needed only for a credit check)

Other names used

Phone

Government ID type and last 4 digits

Current address

## 3. Rental history

List your current home and the homes before it, covering at least the past \_\_\_\_\_ (Years of history requested) years.

| Address | Dates (from and to) | Monthly rent | Landlord name and phone | Reason for leaving |
|---------|---------------------|--------------|-------------------------|--------------------|
|         |                     |              |                         |                    |
|         |                     |              |                         |                    |

| Address | Dates (from and to) | Monthly rent | Landlord name and phone | Reason for leaving |
|---------|---------------------|--------------|-------------------------|--------------------|
|         |                     |              |                         |                    |

#### 4. Employment and income

| Employer or income source | Position | Start date | Supervisor and phone | Gross monthly income |
|---------------------------|----------|------------|----------------------|----------------------|
|                           |          |            |                      |                      |
|                           |          |            |                      |                      |

Other income (type and monthly amount)

Housing voucher or assistance, if any

Income from any lawful source counts, including benefits, support payments and housing vouchers, where the law protects source of income. You may be asked for pay stubs, an offer letter, bank statements or benefit letters.

#### 5. Household

| Name of each other occupant | Relationship | Age if under 18 |
|-----------------------------|--------------|-----------------|
|                             |              |                 |
|                             |              |                 |
|                             |              |                 |

Pets (type, breed, weight)

Vehicles (make, model, plate)

Assistance animals are not pets. A request for an assistance animal is handled as a reasonable accommodation, and no pet fee or pet deposit applies to it.

#### 6. References and emergency contact

Personal reference name and phone

Second reference name and phone

Emergency contact name, relationship and phone

## 7. Questions

- ☐ Do you smoke or vape? Yes / No
- ☐ Will anyone not listed above live in the home? Yes / No
- ☐ Have you been asked to leave a rental home in the past \_\_\_\_\_ (Years) years? Yes / No. If yes, explain:
- ☐ Do you have any requests for accommodation we should know about? Optional

Do not list anything about race, color, religion, sex, national origin, disability, familial status, or any other characteristic protected where you live. We do not ask about these, and they play no part in our decision.

State screening rules in Oregon: Before taking a screening charge, the landlord must give the applicant the written screening criteria and explain how the screening will work. (ORS 90.295)

## 8. Screening criteria

Our written criteria are attached or available on request. They cover income, rental history, credit, and any other checks we run, and they are the same for every applicant.

## 9. Authorization and consent

I confirm the information in this application is true and complete. I authorize the landlord and its screening provider to verify it, contact my landlords, employers and references, and obtain consumer reports, which may include credit, eviction and criminal history where the law allows. If the decision is based in whole or part on a consumer report, I will receive an adverse action notice with the name of the reporting company and my right to a free copy and to dispute it.

I understand false or missing information may be a reason to deny this application or end a lease. Approval is not final until a lease is signed by all parties and the required deposit and first month's rent are paid.

\_\_\_\_\_  
Applicant signature

\_\_\_\_\_  
Printed name

\_\_\_\_\_  
Date

## For office use

\_\_\_\_\_  
Date received

\_\_\_\_\_  
Fee received

\_\_\_\_\_  
Criteria applied

\_\_\_\_\_  
Decision and date

Adverse action notice sent (date)

Reviewed by

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