MULTIFAMILY NW
The Association Promoting Quality Rental Housing

WASHINGTON
DEPOSIT TO SECURE OCCUPANCY

EQUAL HOUSING OPPORTUNITY

DATE _____ PROPERTY NAME / NUMBER _____

APPLICANT NAME(S) _____   _____

_____   _____   _____

(COLLECTIVELY, "APPLICANT")

UNIT NUMBER _____ STREET ADDRESS _____

CITY _____ STATE _____ ZIP _____

Owner/Agent acknowledges receipt of an execution deposit of $ ___SAMPLE___ for the unit identified above. Applicant agrees to pay the balance of the total monies due at move-in and complete and execute the Rental Agreement prior to move-in. Payment of the balance of the total monies due at move-in will be a condition precedent to executing the Rental Agreement.

Type of Rental Agreement: ☒ Lease ☒ Month-to-Month

Tenancy to begin on ___SAMPLE___ SAMPLE

If lease, lease term to end ___SAMPLE___

Total Monthly Charges $ SAMPLE _____

EXECUTION DEPOSIT REFUNDS

The execution deposit shall be retained or returned only under the following conditions: If Applicant pays the balance of total monies due at move-in and executes the Rental Agreement, Owner/Agent shall apply the execution deposit towards ☒ Applicant's first month's rent ☒ Applicant's security deposit. If Applicant fails to pay the balance of monies due at move-in and/or fails to execute the Rental Agreement, Owner/Agent shall retain the execution deposit and all rights of Applicant shall be void and of no further force or effect. If Applicant fails to execute the Rental Agreement due to Owner/Agent's failure to comply with this agreement, Owner/Agent shall mail the deposit to Applicant by first class mail. Return of the execution deposit shall be Applicant's sole remedy for failure to execute the Rental Agreement for reasons attributable to Owner/Agent.

If possession of the unit cannot be delivered to Applicant on the date specified, the execution deposit shall be returned to Applicant unless Owner/Agent and Applicant extend the date on which the unit will be delivered to Applicant. Return of the execution deposit shall be Applicant's sole remedy for Owner/Agent's failure to convey possession of the unit on the date specified above.

ACCOUNTING

RENT/CHARGES

FIRST RENT PAYMENT	DUE SAMPLE	$ SAMPLE
FROM SAMPLE THRU SAMPLE		
SECOND RENT PAYMENT	DUE SAMPLE	$ SAMPLE
FROM SAMPLE THRU SAMPLE		
TOTAL RENT DUE AT MOVE-IN		$ SAMPLE

☒ IF CHECKED, SEE SECOND MONTH'S ACCOUNTING FOR ADDITIONAL CHARGES/ADJUSTMENTS (FORM # M035)

OTHER MONTHLY CHARGES (PRO-RATED IF PARTIAL MONTH)

SAMPLE	$ SAMPLE
SAMPLE	$ SAMPLE
SAMPLE	$ SAMPLE
SAMPLE	$ SAMPLE
TOTAL OTHER MONTHLY CHARGES	$ SAMPLE

SPECIALS/ADJUSTMENTS

SAMPLE	$ SAMPLE
SAMPLE	$ SAMPLE
SAMPLE	$ SAMPLE
TOTAL SPECIALS/ADJUSTMENTS	$ SAMPLE
TOTAL RENT/CHARGES AMOUNT DUE	$ SAMPLE

NON-REFUNDABLE FEES

SAMPLE	$ SAMPLE
SAMPLE	$ SAMPLE
TOTAL NON-REFUNDABLE FEES DUE	$ SAMPLE

DEPOSITS

SECURITY DEPOSIT (REFUNDABLE)	$ SAMPLE
ADDITIONAL DEPOSITS	
SAMPLE	$ SAMPLE
SAMPLE	$ SAMPLE
TOTAL ADDITIONAL DEPOSITS	$ SAMPLE

SPECIALS/ADJUSTMENTS

SAMPLE	$ SAMPLE
SAMPLE	$ SAMPLE
SAMPLE	$ SAMPLE
TOTAL SPECIALS/ADJUSTMENTS	$ SAMPLE
TOTAL DEPOSITS DUE	$ SAMPLE

TOTAL RENT/CHARGES + FEES + DEPOSITS DUE	$ SAMPLE
EXECUTION DEPOSIT PAID	$ SAMPLE
BALANCE DUE AT MOVE-IN	$ SAMPLE

SAMPLE

X SAMPLE _____ SAMPLE
APPLICANT   DATE

X SAMPLE _____ SAMPLE
APPLICANT   DATE

X SAMPLE _____ SAMPLE
APPLICANT   DATE

X SAMPLE _____ SAMPLE
APPLICANT   DATE

X SAMPLE _____ SAMPLE
OWNER/AGENT   DATE

SAMPLE
ADDRESS

SAMPLE
TELEPHONE

SAMPLE   SAMPLE

☐ ON SITE   ☐ RESIDENT   ☐ MAIN OFFICE (IF REQUIRED)

SAMPLE   SAMPLE