DECISION REVIEW WORKSHEET

Internal use. A final decision has not been communicated by this worksheet. Record outstanding eligibility, document and receipt facts before preparing a final notice.

Applicant: Alex Example. Rental property: Property in WA. Relevant worksite or property jurisdiction: WA. Confirm each condition and actual reason for the Washington decision. Record the agent or owner, applicant, agency contact when a report contributed, and the resulting rent when rent is increased. Seattle's first-in-time process generally gives at least 72 hours for missing information in an otherwise complete application and 48 hours to respond to an offered agreement. Ordinary arrest or conviction history does not authorize a covered adverse decision. Review restricted juvenile information, registry procedures and any actual exclusion separately. The statutory written decision is separate from pre-application notice. Document which report influenced the decision, all reporting agencies and whether a qualifying numerical credit score actually contributed.

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