



TENANT SELECTION CRITERIA

1. All Adult applicants over the age of 18 must submit a fully completed, dated and signed residency application and fee. Applicant must provide proof of identity by meeting the listing agent that holds the listing. **A Non-refundable Application fee is \$75.00 for the initial application and \$75.00 for each additional adult who may co-sign and/or plans to occupy the rental property.**
2. Applicants must have a combined gross income of at least three (3) times the monthly rent. We reserve the right to require a cosigner. A minimum of two years residential history is required. Anyone that is 17yrs old but will turn 18 in the midst of the lease must submit application as well. If scenario is roommate's owner may require each individual to make 3xs the rent also.
3. Credit history and or Civil Court Records must not contain slow pays, judgments, eviction filing, collections, liens or bankruptcy within the past 5 years. We will not provide you with the credit report or tell you of its contents.
4. Self-employed applicants may be required to produce upon request 2 years of tax returns or 1099s and original bank statements that show proof of direct deposits or income.
5. Non-employed individuals must provide proof of income. Tenant can be required to put down a minimum of 6 months for deposits.
6. All sources of other income must be verifiable if needed to qualify for a rental unit
7. Criminal records must contain no convictions for felonies within the past 7 years involving the manufacture or distribution of controlled substances. For other felony convictions, we will conduct individualized assessments that consider mitigating factors, such as facts & circumstances surrounding the criminal conduct, age at time of conduct, evidence of good tenancy before and after conduct, nature & severity of conviction and the amount of time that has passed since the conviction. Criminal history which indicates that an applicant's tenancy would constitute a direct threat to the health or safety of other individuals or whose tenancy could result in substantial physical damage to the property of the owner or others may result in rejection of the application.
8. Previous rental history reports from landlords must reflect timely payment, sufficient notice of intent to vacate, no complaints regarding noise, disturbances or illegal activities, no NSF checks, and no damage to unit or failure to leave the property clean and without damage at time of lease termination. Non-favorable or negative reference by present or past management can result in denial.
9. No pets (with the exception of medically necessary pets) of any kind are permitted without specific written permission of landlord in the lease document, an addendum to lease, a non-refundable pet fee acceptable to landlord and/or an additional pet deposit or additional security deposit.
10. Resident(s) will be required to pay a security deposit at the time of lease execution in a minimum amount of one month's rent unless otherwise stated or offered. We reserve the right to require a higher security deposit and or additional prepaid rent if Credit Score is under 650. Non-United States citizens will be required to pay additional deposits.
11. Current HUD occupancy standards and guidelines are a maximum of 2 persons per bedroom except for infants under 2 years of age.
12. We may require a holding or good faith deposit to be collected to hold a property off the market with 24 hours after being approved. In the event the application is approved and applicant fails to enter into a lease, the applicant shall forfeit this deposit. In the event the application is approved, this deposit shall be applied to the required security deposit.
13. Any exceptions to these criteria will need to be submitted in writing to the rental agent for presentation to the landlord for consideration. If approval is then given for such exceptions, additional security, co-signers, and/or additional advance rent payments may be required.
14. Our company policy is to report all non-compliance with terms of your rental agreement or failure to pay rent, or any amounts owed to the credit bureau.