

APPLICANT CRITERIA AND SCREENING POLICIES



REQUIREMENTS

IDENTIFICATION

Applicant(s) must provide at least one piece of state issued photo ID & social security card.

INCOME

Applicant, or combined applicants, must gross at least _____ times the monthly rent. Each applicant must have _____ years of verifiable income.

RENTAL HISTORY

Each applicant must have a verifiable current and _____ previous address(es) and must have a satisfactory rental reference from their current and previous landlords for the past _____ years.

We may obtain a Credit Report. We may conduct a search of Public Records, including but not limited to judgments, liens, evictions, criminal and status of collection accounts. We may contact your previous rental references. We may contact your employer to verify your income and your personal references as provided in your application.

If Applicant does not meet all criteria, then we may deny the application or require a co-signer and/or larger security deposit.

An application may be denied for one or more of the following reasons.

Check all that apply:

- Felony less than _____ years old.
- Any eviction judgement less than _____ years old.
- Applicant has an undisclosed or un-permitted pet.
- Unpaid utility bills or collection accounts in excess of _____.
- Non-traffic related misdemeanors less than _____ years old.
- Judgment or outstanding collection from a landlord.
- Any outstanding warrant or probation.
- Debt to income ratio in excess of _____%.
- Conviction of identity theft or check forgery.
- Unable to verify information as provided by the applicant.
- Poor rental history.
- Insufficient income or employment history.
- Inaccurate or false information from the applicant
- Unsatisfactory credit report, more than _____ accounts reported past due.
- Unsatisfactory credit report, Decision Point score below _____.
- Unsatisfactory credit report, Credit Score below _____.
- Incomplete application.

BACKGROUND

PETS

Animals/Pets are strictly prohibited or are limited to the following with additional security deposit:

Additional Security Deposit is \$_____ per approved pet.

DISCLOSURES

SCREENING CHARGE

Owner/Agent is charging an application Screening Charge of \$_____ per _____. This charge is non refundable unless the Owner/Agent does not screen the applicant.

RIGHT TO DISPUTE

You have the right to dispute the accuracy of any information provided to the Owner/Agent by a screening service or a credit reporting agency.

