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.

BACKGROUND

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, require a co-signer and/or require a larger security deposit.

Prior to a final determination of a denial based on criminal background, the applicant has the right to an individualized assessment based on: a) The nature and severity of the incidents that would lead to a denial; b) The number and type of incidents; c) The time that has elapsed since the date the incidents occurred; and d) The age of the individual at the time the incidents occurred.

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

Check all that apply:

- ○ Any general judgment of restitution (eviction) less than 5 years old.
- ○ A pending eviction action that has not resulted in a general judgment of dismissal or judgment in favor of the applicant at the time the application is submitted.
- ○ Conviction of a sex offense within the last _____ years.
- ○ Conviction of a crime against a person within the last _____ years.
- ○ Conviction of a drug related crime within the last _____ years; that is presently illegal in this state.
- ○ Conviction of identity theft or check forgery within the last _____ years.
- ○ Conviction of any other crime if the conduct for which the applicant was convicted is of a nature that would adversely affect the property of the landlord or other tenants or the health, safety or right to peaceful enjoyment of the premises of the residents, the landlord or the landlord's agents within the last _____ years.
- ○ An arrest and subsequent charge against the applicant involving any of the criminal offenses for which a conviction would be grounds for denial if the charges have not been dismissed at the time the application is submitted; and the applicant is not presently participating in a diversion, conditional discharge or deferral of judgment program on the charges.
- ○ Applicant has an undisclosed or un-permitted pet.
- ○ Unpaid utility bills or collection accounts in excess of _____.
- ○ Judgment or outstanding collection from a landlord.
- ○ 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.
- ○ Other _____

PETS

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 and you have the right to appeal a negative determination, if any right to appeal exists.

PREVIEW ONLY

EQUAL HOUSING OPPORTUNITY

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