

Application Process & Qualification Standards

Thank you for your interest in renting one of our homes! Below is a detailed explanation of our application process as well as our standards for qualification.

Application

Each person over the age of 18 who will be living in the home must complete and submit a separate application and processing fee. In order to qualify, each person must meet or exceed the minimum standards for qualification. Incomplete applications will not be processed. Applications containing false information will immediately be disqualified. Please expect 1-3 days for the application process. Processing the Application will include direct contact with employers, current landlord, previous landlords, friends, personal and professional references, law enforcement agencies, government agencies, consumer reporting agencies, public records, eviction records, and any other sources that may be deemed necessary. A consumer report will be used in the processing of all applications. Should the Applicant be denied or face other adverse action based on information received in the consumer report, the Applicant has obtained a free copy of the report when they filed it with TransUnion Smartmove and may dispute the accuracy of the information it contains by contacting TransUnion Smartmove at 866-775-0961.

Deposit to Hold

After approval, if tenant will not be taking occupancy within 24 hours, a non-refundable Deposit to Hold in the amount equal to one month's rent will be required within 24 hours to hold the property until a mutually agreed upon move-in date. The maximum amount of time a rental will be held is 14 days. After all move-in requirements have been met and a lease for the property completed, the Deposit to Hold will transfer to the security deposit to be held throughout the tenant's entire tenancy. If the Prospective Tenant fails to provide the Deposit to Hold within 24 hours of approval, the home will be offered to the next qualified applicant. Should the Applicant elect to pay the Deposit to Hold with their application (prior to processing), the Deposit to Hold will be refunded in full within 14 days if they fail to qualify.

Move-in Requirements

After approval and before occupancy will be granted, Prospective Tenant must supply all the required move-in funds, including the security deposit, first month's rent, and any other additional deposits and fees, all tenant paid utilities must be transferred into Prospective Tenant's name, and a lease must be executed and signed by all parties.

Rental Qualification Standards

All applicants will be evaluated using the following qualification standards. Information provided on an application is subject to verification. Applicants must satisfy the applicable requirements below to qualify for tenancy.

Identification

Each applicant must provide current government-issued photo identification and a valid Social Security number.

Income

Applicant household **gross monthly income must equal or exceed three (3) times the monthly rent.**

All income must be from a verifiable source. Income that cannot be independently verified will not be considered.

Credit

Each applicant must have a **minimum credit score of 600.**

An applicant who does not have sufficient credit history to generate a credit score does not satisfy the minimum credit-score requirement.

Credit history may also be reviewed for significant adverse credit history, including collections, unpaid obligations, judgments, or other evidence of failure to meet financial obligations.

Co-Signers / Guarantors

A co-signer or guarantor may be considered when an applicant falls short in **one, but not both**, of the following financial qualification areas:

- **Income:** Applicant does not meet the required gross monthly income of three times the monthly rent; **or**
- **Credit:** Applicant does not meet the minimum credit score of 600 or does not have sufficient credit history to generate a credit score.

A qualified co-signer or guarantor may strengthen **one of these two financial qualification areas, but not both**. An applicant who fails to meet both the income and credit requirements will not qualify through the use of a co-signer or guarantor.

The applicant must independently satisfy all other rental qualification standards.

A co-signer or guarantor must complete the required application and screening process and must have:

- Verifiable gross monthly income equal to at least **five (5) times the monthly rent**; and
- A **minimum credit score of 700**.

The co-signer or guarantor will be required to execute an appropriate guaranty agreement and accept financial responsibility in accordance with its terms.

Rental History & References

Applicants must provide positive references from previous landlords for up to the preceding five years, when applicable.

Applicants without five years of prior rental history will not be automatically disqualified. Other verifiable references, such as employment or school references, may be provided when sufficient rental history is unavailable.

Applicants may not have evictions or unpaid judgments owed to previous landlords, subject to applicable law.

Background Screening

A background screening will be conducted for all applicants age 18 or older.

Screening information will be evaluated in accordance with applicable federal, state, and local laws.

Smoking

Applicants must agree to comply with the property's **no-smoking policy**.

Occupancy

Occupancy is generally limited to a maximum of **two persons per bedroom**, subject to applicable fair-housing laws, reasonable-accommodation requirements, and other applicable occupancy regulations.