



## TENANT SELECTION CRITERIA

### Dear Prospective Tenant:

We are pleased that you are interested in leasing one of our homes. The decision to approve your application is entirely up to the Landlord of the Property in which you are applying for. Below are the guidelines and requirements of our qualifying criteria so that we may make a recommendation to the Landlord based upon the following factors:

**Income and Employment:** Income must be at least three times the amount of rent. Two recent paystubs or if you're self-employed or retired we require a copy of your prior year tax return or 3 most recent bank statements. Two years of employment history is preferred. Longevity of employment may influence the Landlord's decision to lease the Property to you. Income documents should be uploaded to this online application.

**Photo I.D.:** All applicants must provide a legible copy of their driver's license or other approved photo I.D. Photo I.D. should be uploaded to this online application.

**Rental History:** A minimum of two years of rental history is required. (Living in a property that is owned by a relative does not constitute a tenant/Landlord relationship for rental verification purposes) Owning your previous residence can take place of rental history. Failure to provide the requested information, inaccurate information or information reporting negatively by a Landlord may influence the Landlord's decision to lease the Property to you.

**Criminal History:** Landlord will perform a criminal history check on you to verify the information provided by you on the lease application. Landlord's decision to lease the property to you may be influenced by the information contained in the report.

**Credit History:** Landlord will obtain a Credit Reporting Agency (CRA) report, commonly referred to as a credit report, in order to verify your credit history. Landlord's decision to lease the Property to you may be based upon this information. Landlord reserves the right to determine the amount the Tenant(s) will be required to pay as a security deposit based on the result of the Applicants' screening reports.

### Qualifying Criteria Security Deposit Guideline (Note, the agreement to pay the recommended security deposit below does not guarantee an approval by Landlord)

| Credit Issues                                                | Deposit Required                                                        |
|--------------------------------------------------------------|-------------------------------------------------------------------------|
| Foreclosure                                                  | Double Security Deposit (equal to 2x's the monthly rent)                |
| Petitioned or Dismissed Bankruptcy                           | Double Security Deposit                                                 |
| Broken lease or negative rental history                      | Double Security Deposit                                                 |
| More than 50% negative credit                                | Double Security Deposit                                                 |
| 50% negative credit AND 50% positive credit with good rental | ½ Additional Security Deposit                                           |
| More than 50% POSITIVE credit with good rental               | Single Security Deposit                                                 |
| Good Rental with no credit or lack of credit                 | Co-Signer or ½ Additional Security Deposit                              |
| No rental and no credit                                      | Double Security Deposit or ½ Additional Security Deposit with Co-Signer |



**Other Qualifying Factors:** Landlord will take into consideration the lease term length (minimum one year), the amount of expense needed to make the property acceptable to you and the amount of time the property will remain vacant until you occupy.

**Automatic Decline:** Applicants will be automatically declined for the following: Anyone having been evicted by a prior landlord for cause, Falsification of application, Invalid Social Security number, Failure to pay Application Fee, Any Application that has not been fully completed - incomplete applications will not be processed.

**Property Acceptance:** Prospective tenant(s) are accepting the property in an as is condition. Requests for changes to the property must be submitted in writing with the application. Applicant must submit security deposit and signed lease within 48 hours of acceptance of application. Failure to do so will result in cancellation of the application.

## TERMS AND CONDITIONS

Fair Housing Laws prohibit discrimination based on various criteria including but not necessarily limited to race, religion, color national origin, gender, sexual orientation, age, ancestry, marital status, veterans status, familial status lawful source of income and disability.

Date of birth information is requested solely for the purposes of verifying identity in connection with background searches that may be performed and will not be considered for any other purpose.

By completing the application, Applicant(s) consents to have a background check done by Leasing Desk provided by Realpage Inc. as a condition to their application to rent. Processing of your application to rent the vacancy you have selected is dependent upon the rental owner and Leasing Desk receiving your consent to screen your background.

The background check may include but not limited to a credit report, OFACA terrorist search, criminal background check and previous eviction screening. By disclosing the rental application details and completing the application, you are providing your consent to proceed as required by the Fair Credit Reporting Act.

By completing the rental application I give my permission:

- To my current and former employers to release any information about my employment history and income history.
- To my current and former landlords to release any information about my rental history.
- To my current and former mortgage lenders on property that I own or have owned to release any information about my mortgage payment history.
- To my bank, savings and loan, or credit union to provide a verification of funds that I have on deposit.
- to obtain a copy of my credit report from any consumer reporting agency.

The applicant(s) also consents to Property Frameworks and its agents providing and giving copies of all information obtained by Leasing Desk to Landlords and their agents in connection with properties the applicant(s) makes rental application for.

Applicant authorizes Landlord and Landlord's agent, at any time before, during, or after any tenancy, to:

- Obtain a copy of Applicant(s) credit report.
- Obtain a criminal background check related to Applicant and any occupant.
- Verify any rental or employment history or verify any other information related to this application with persons knowledgeable of such information.



The applicant(s) understands that the rental move in- move out information may be maintained in the Leasing Desk National system for up to seven (7) years.

Applicant(s) warrants and represents that all of the information contained herein is true and accurate. Applicant(s) expressly understands and agrees that the Landlord shall have the right to terminate any lease agreement that may be entered into between landlord and Applicant(s) (assuming that landlord accepts Applicant(s) as a tenant) if any information contained herein is false, incomplete or misleading.

Notice of Landlord's Right to Continue to Show the Property: Unless Landlord and Applicant enter into a separate written agreement otherwise, the Property remains on the market until a lease is signed by all parties and Landlord may continue to show the Property to other prospective tenants and accept another offer.