

Application Instructions & Landlord Criteria

Please send completed rental application to dennis@carwoods.com and we will send you an online link to complete the rental background checks (provided by TransUnion Smart Move). Make sure you fill all details in the application and send all required documents to avoid any delays in the process. An application is required for everyone over 18 years old by lease start date.

To streamline the process and process the application quickly, we will communicate primarily through email. Phone calls to the office will only slow down the application process so please communicate through email for faster response.

1. First, we will send you an email confirming receipt of online applications outlining any items missed. Please attach all required documents to the online application.
2. Then, we will perform our screening and complete the rental and employment verifications.
3. Once we have all the reports back, and have been able to complete the verification, the entire package will be submitted for final review and decision. We will notify you of the decision right away via email.

Note for Agents: Please review the Landlord Rental Criteria below with your client BEFORE applying. If they cannot comply with items needed or meet the stated criteria - they will not qualify and should not apply. Application fees are non-refundable.

Required Documents

- 1- Legible color copy of a valid Driver's License
- 2- Social Security Number verification (one of the following: W2, Social Security Card, Tax Return. A color copy is required, black and white copy will not be accepted)
- 3- Most recent pay stubs for the last 60 days reflecting Year to Date earnings (If self-employed please provide a tax return for the most recent tax year and 6 months of bank statements)
- 4- Bank statements for the last 60 days (if not self-employed)
- 5- If no rental history and paying any mortgages, submit the last 24 months of payment history.
- 6- Other Income: Child Support, Disability, Social Security, Retirement Benefits require a printout of proof of deposit (bank statement) and the state provided award letter.
- 7- Photo of pets (if applicable)

We process applications Monday-Friday 9am-5pm. We require 2-3 business days to complete verifications and issue an approval/denial decision. The clock does not start until the listing agent receives complete packet and all requested documents from the applicants.

Landlord Rental Criteria

- Minimum of 24 months verifiable employment history.
- Documented monthly gross income must be at least 3x the monthly rent.
- Minimum of 24 months verifiable rental history or mortgage payment paid on time.
- Minimum 650 credit score.
- No criminal convictions, evictions, bankruptcies, or any housing related collections or negatives on the credit report.
- Pet Criteria
 - No prohibited breeds of dogs include Akitas Inu, Alaskan Malamute, American Bull Dog, American Staffordshire Terrier, American Pit Bull Terrier, Beauceron, Boerboel, Bull Mastiff / American Bandogge / Bully Kutta (any other Mastiff breed), Cane Corso, Caucasian Ovcharka (Mountain Dogs), Chow Chow, Doberman Pinscher (miniature Dobermans acceptable), Dogo Argentino, English Bull Terrier, Fila Brasileiro (aka Brazilian Mastiff), German Shepherds, Giant Schnauzer, Great Dane, Gull Dong (aka Pakistani Bull Dog), Gull Terrier, Husky or Siberian Husky, Japanese Tosa / Tosa Inu / Tosa Ken, Korean Jindo, Perro de Presa Canario, "Pit Bull", Rhodesian Ridgeback, Rottweiler, Staffordshire Bull Terrier, Thai Ridgeback Wolf or Wolf hybrid, & any mixed breed dog containing any of the aforementioned breeds.
 - No Exotic, farm, or saddle animals include but are not limited to hoofed animals, livestock, reptiles, primates, and fowl.
 - No caged animals.

All applications are considered on a case-by-case basis. Meeting the above criteria does not guarantee approval.