

## QUALIFICATION CRITERIA FOR RENTING

Please review our qualification criteria below for . If you feel you meet the criteria, please apply, because we would be happy to rent to you.

WE FOLLOW ALL FEDERAL & STATE HOUSING LAWS AND DO NOT DISCRIMINATE AGAINST ANY PERSON BASED ON RACE, COLOR, RELIGION, SEX, NATIONAL ORIGIN, FAMILIAL STATUS OR HANDICAP.

**OCCUPANCY STANDARD** – The maximum occupancy standards are listed below: 3 Bedroom- 6 occupants maximum. **No exceptions can be made on occupancy due to the septic system design and capacity.**

**Pets** will be on a case by case basis and under the discretion of the landlord. **NO PIT BULL BREEDS PER DEED RESTRICTIONS- no exceptions.** If a pet is accepted- a non refundable deposit of \$250 will be assessed. PLEASE NOTE- THERE IS NO FENCING TO CONTAIN ANIMALS AND DEED RESTRICTIONS PROHIBIT PETS FROM ROAMING INTO NEIGHBORS YARDS AND/OR STREETS. Invisible fencing with direct collars can be purchased at Tractor Supply and have proven to be successful in the containment of roaming pets for those in need.

**AGE REQUIREMENTS** – All occupants 18 years old or older must be listed as a lessee and must submit a fully completed TREC application. ALL LINES MUST BE FILLED IN. If a line is inapplicable to you, you must place an “N/A” on the line. Inaccurate, false, or materially misleading information will disqualify an applicant as a prospective renter.

**IDENTIFICATION REQUIREMENTS** – All applicants must provide photo identification and Social Security card. Acceptable photo identifications include, but not limited to: state issued identification card or driver’s license; passport, any other government issued photo identification. (Note: Military cards are not accepted)

**INCOME REQUIREMENTS** – **Combined gross monthly income of lease holders must be at least 2.5 times the monthly rent. Proof of income must be submitted with application to be considered.**

**Acceptable proofs of income include:** Two most recent paycheck stubs with YTD total previous year’s tax return, W-2, or 1099 Fill out and sign the top portion of the Authorization and Verification of Employment (pg 2 of AOA Form 100S), if employed Proof of child and/or spousal support payments Proof of social security income, disability or other government income Proof of retirement or trust fund account Current employment offer letter (for new employment) **Provide proof of liquid assets that show at least 2.5 times the rent at the time of application is required.** This ensures the landlord the applicant has enough funds to cover the deposit, pet deposit (if applicable)

**and 1st month's rent.** Self-employed can provide most recent personal tax return and three months personal bank statements (must be from the same account) to show sufficient income of at least 2.5 times the amount of rent. Jobs that are based off of tips, bonuses or commissions will be considered self employed.

**CREDIT REQUIREMENTS** – applicant(s) must have a verifiable credit history and report that demonstrates a willingness to pay financial obligations in a timely fashion. Applicant must have a FICO score of at least 600+.

**Applicants should have no negative/derogatory/late accounts within the past 12 months.**

Bankruptcies must be discharged and at least 2 years old.

**RESIDENCY REQUIREMENTS** – **Applicants named in evictions will be automatically DENIED.** 2 years of verifiable and favorable rental history from unbiased sources – relatives, in-laws, and/or employers are not considered unbiased sources. A FORM WILL SENT DIRECTLY TO PREVIOUS LANDLORDS TO COMPLETE. **Collection/Monies owed to previous landlords will automatically be denied, unless debt is verifiably satisfied. If debt is satisfied, it will be the landlord's discretion to accept.**

**We do not automatically deny applicants based on criminal history. However, criminal history may, at the discretion of the Landlord, be considered and may be used to determine whether applicant will be accepted or denied residency based on:** 1) the nature of the offense and/or charge; 2) whether the final disposition resulted in a guilty verdict or plea; and, 3) the amount of elapsed time from the date of final disposition (e.g. applicant was released from prison, probation, or parole). We limit consideration to convictions, the dates of final disposition of which predate the report by no more than seven years. Note that any conviction for a crime or crimes against property and/or people which could result in jail time of one year or more, (notwithstanding the fact that the conviction may have been negotiated and/or plea bargained down to a misdemeanor and/or less than one year in jail) may result in denial.

**APPLICATION FEE** – A \$40 application fee for the purpose of running tenant screening is required for EACH application. This fee is paid directly to My Smart Move via a link when application is submitted. **The landlords DO NOT receive this fee- This is paid to the service that pulls the reports. There is no profit made on applicants.**

**SECURITY DEPOSIT REQUIREMENTS** – All rent, deposits and fees required for move-in must be paid in full prior to move-in and upon execution of the lease agreement .Total due by move-in or execution of the lease agreement- First month's rent of \$2,350 Security deposit of \$2350 TOTAL of \$4,700 via check made payable directly to the landlord. **Provide proof of liquid assets that show at least 2.5 times the rent at the time of application is required.** This ensures the landlord the applicant has enough funds to cover the deposit, pet deposit (if applicable) and 1st month's rent.

**RENTERS INSURANCE (if required)** – Prior to move-in, you must provide the Declaration Page showing: Minimum of \$100,000 liability coverage Policy equal to or greater than the term of the lease The property and address added as additional insured (to notify landlord, in case policy is terminated)

**UTILITIES** – The responsible parties for each utility is checked off below:

Resident Responsibility:

Electricity- SHECO

Gas-NA

Water- Undine

Sewer-NA

Trash- TBD

**ENTIRE YARD AND POOL WATER/CHEMICALS MUST BE MAINTAINED BY TENANT.**

**SMOKE FREE POLICY**-If you rent a house, you must smoke outdoors. If you rent an apartment or condo, there is no smoking on the property - the entire property is smoke-free, regardless of the product being smoked; including cigarettes, marijuana, and/or vape inside the dwelling- no exceptions.

**DENOTES ITEMS NEEDED TO PROCESS YOUR APPLICATION –**  
**IF YOU DO NOT HAVE A REALTOR-** Please request a TREC application and the SmartMove application link via email to the listing agent if you feel you meet the tenant selection criteria explained above. [LUTHESHARY@GMAIL.COM](mailto:LUTHESHARY@GMAIL.COM) Please title the email with 344 SOUTHCREEK PARK- Rental Application Request and allow 24 hours for the link to be sent. The body of the email needs to contain each applicant's name and an email address associated with that applicant. **ALL ADULTS MUST BE INCLUDED.** The credit check/criminal history application will come from a service called Smart Move and it will prompt each applicant to pay the \$40 application fee on the website.

In addition- You will need to email agent the following list of supporting documents at the time of applying-

- Income documents as denoted above in Income Requirements.
- Bank Statement showing the liquid assets of 2.5X the monthly rent.
- A copy of ID and SS card for each applicant.
- A list of each occupant's name and age.

\*\*\*\*Please ensure each document is in PDF format when sending. An app called CamScanner is a free app you can download to your mobile device to help in creating a PDF.

**\*\*\*\*Please attach all the above supporting documents in ONE email to the agent as documents tend to get lost in multiple emails.**

We will accept the first qualified applicant(s). Your application will not be considered complete until all items are received. If you have any questions, you may contact 409-457-4626 via text or email at LUTHESHARY@GMAIL.COM