

## Tenant Selection Criteria

1. **Income:** Total monthly income for the applicants must be at least 3 times the monthly rent amount. Incomes can be combined to qualify for this number. Proof of income must be the two most recent pay stubs or a signed verification by the applicant's employer.
2. **Employment:** Prospective tenants must have verifiable employment for the past 3 years, be employed for 6 months by one employer and prove the previous 2.5 years employment.
3. **Credit:** A credit report will be acquired on each occupant over the age of 18. A minimum credit score of 600 is required for most properties. Excessive late payments, defaults, and /or unpaid rental fees will be grounds for denial.
4. **Rental History:** Prospective residents must provide information for at least the past 3 years of rentals. The property manager or owner will be called to verify Rent payments, Damages owed, Contracts abandoned, or Evictions filed within the past 3 years.
5. **Checks:** A negative check writing code will result in an applicant paying with certified funds for the remainder of the lease.
6. **Self Employed, Retired or Not Employed:** Applicant must provide copies of a tax return from previous year, a financial statement from a certified public accountant or copies of their 3 most recent bank statements showing proof of ability to pay rent for the term of the lease.
7. **Criminal History:** Applicants may be denied for the following reasons: Felony convictions and out of prison or jail less than 7 years, multiple felonies, physical or violent crimes, domestic violence, convictions related to illegal drug manufacturing and/or distribution as well as sex offenses; and/or appearance on any sexual offense or terrorist database.
8. **Occupancy:** Total number of occupants 18 years of age or older may not exceed 2 persons per bedroom.
9. **Pets:** Pets are allowed at the discretion of the property owner. Pet deposits vary depending on the property. The amount required is at the discretion of the landlord. The Pet Deposit must be given at the same time as the Security Deposit and must be in the form of a cashier's check or a money order made out to the landlord. **All dogs will be screened by a third-party screening company. The cost, paid by the applicant, is \$20 for the first pet and \$15 for an additional pet.**

Signing this acknowledgment indicates that you have had the opportunity to review the landlord's tenant selection criteria. If you do not meet the selection criteria, or if you provide inaccurate or incomplete information, your application may be rejected, and your application fee will not be refunded.

Applicant \_\_\_\_\_

Date \_\_\_\_\_