

PROCESSING AND APPROVAL OF RENTAL APPLICATIONS

Applications must be made on our application form and accompanied by two separate checks (processing fee & first month's rent).

All adult occupants over 18 years old except for dependent students and elderly dependent parents must fill out an application form and provide the processing fee.

Any and all special requirements, requests, clauses, conditions and contingencies must be outlined on the application form.

If multiple applications are received, they will be processed simultaneously. The owner will choose the application based upon the one most beneficial to them and who they believe best qualified. Please note that we manage properties for many different owners. Each owner/property may have different approval guidelines.

Credit history, employment, previous rental history, banking records, court records, police records, etc. are reviewed as part of the application process.

Rental qualifications are based on many interlocking and offsetting factors. Income/debt, credit history, rental references, assets/savings. We are looking for tenants who show a history of responsibility. We feel confident that those who have a history of responsibility meeting their financial obligations will responsibly take care of the property.

Income/Debt

Stable employment/income is a critical factor. Gross yearly income should exceed 42 times the monthly rent. This guideline may be adjusted up or down depending upon applicant's debt, savings and other financial qualifications. Unmarried groups may be required to have one applicant qualify on their income alone. Applicants with low or unverifiable income may not be accepted or may be required to provide two months rent as security deposit. Applicants with rent subsidies will be considered as any other applicant. They must also meet credit, rental reference, and assets/savings guidelines as with all other applicants and show a history of responsibly meeting their obligations and have enough income to pay utilities and maintain the property.

Credit History

We give preference to applicants with long histories of timely paying their bills. Applicants with judgements, collections, or late payment histories may not be accepted or may be required to provide two months rent as security deposit.

Rental References

Good rental references from commercial landlords weigh heavily in favor of an applicant. Less weight is given to rental references from non-commercial landlords. Applicants without satisfactory rental references may not be accepted or may be required to provide two months rent as security deposit.

Assets/Savings

Applicants with substantial verifiable assets or savings can sometimes be approved even if their income is less than usually required. Applicants with no assets or savings may not be accepted or may be required to provide two months rent as security deposit.