



Expertise | Experience | Integrity

Applicant Screening Criteria

We use screening procedures to evaluate each prospective tenant before we rent to them. These procedures are listed below. Reasons why an application may be rejected are also listed.

Please review our listed criteria. If you feel you meet the criteria, please apply. Please note that we provide equal housing opportunity; we do not discriminate on the basis of race, color, religion, sex, handicap, national origin, familial status, marital status, sexual orientation, lawful source of income, age, ancestry.

APPLICATION: One fully completed application must be received from each adult (18 years of age or older) who is applying to rent this property. If the application is not fully completed or sufficient explanations are not provided to explain the omissions your application may be denied.

RENTAL HISTORY: It is your responsibility to provide us with the information necessary to contact your past landlords. We reserve the right to deny your application if, after making a good faith effort, we are unable to verify your rental history. If you previously owned property rather than renting, you may need to provide references from your mortgage company.

INCOME: We must be able to verify independently the amount and stability of your income such as through paycheck stubs, employer contact or tax record. If self-employed you will need to provide a business license, tax records or bank records. Monthly income must be more than three (3) times the total monthly rent.

YOU WILL BE DENIED RENTAL IF:

1. You misrepresent any information on the application. If misrepresentations are found after the rental agreement is signed, your rental agreement will be terminated.
2. You have been convicted of any drug-related crime, violent criminal activity, or any other criminal activity that threatens the health, safety, and the right to peaceful enjoyment of the property by others.
3. You have a money judgment against you which has not been satisfied other than a judgment for medical bills.
4. If an eviction action has ever been filed against you, regardless of the outcome.
5. Previous landlords report significant complaint levels of noncompliance activity such as: repeated disturbance of the neighbors peaceful enjoyment of the area; reports of gambling, prostitution, drug dealing, or drug manufacturing; reports of violence or threats to landlords or neighbors; allowing persons not on the rental agreement to reside on the premises; failure to give proper notification when vacating the property.
6. Reports from prior landlord that they would not rent to you again because of your past behavior as a tenant.

*Failure to meet screening criteria may be grounds for the following: (1) the denial of the application, (2) the requirement of a co-signer who will also be required to meet screening criteria, and/or (3) the requirement of payment of additional months rent.