



RENTAL QUALIFYING GUIDELINES

The Listing Real Estate Management provides equal opportunity housing and will not discriminate against applicants based on race, color, religion, sexual orientation, ethnic origin, familial status or disability. Management complies with all Federal, State and local Fair Housing and Civil Rights Laws.

Please note these are the current rental criteria and nothing in these requirements shall constitute a guarantee or representation by our community that all residents and occupants currently residing in our community have met these requirements (*this only applies to carry over tenants not placed by The Listing Real Estate Management.*)

Application Fee: All applicants are required to pay a **\$75 non-refundable** application fee that is due at the time of application. PLEASE NOTE: NON-REFUNDABLE.

Application: A rental application must be completed for each individual age eighteen (18) and over. Please complete the application in full. Understand that applications containing any untrue, incorrect, or misleading information will be declined. Each application must be accompanied by a government-issued photo ID for each applicant (for example, driver's license, majority card, military ID, etc.). All applicants in the United States on a Visa must provide a copy of the Certificate of Eligibility, which is completed upon arrival in the United States.

Application Screening: We do a credit check, criminal check, nationwide eviction check, employment verification and prior rental verification. A credit score of 650 or above is considered acceptable with normal security deposit. If your credit score is between 570 and 649 an additional deposit may be required 1.5 times monthly rent. Anything below 570 is denied. The combined household income must be at least 3X the monthly rent gross (before taxes).

Once Approved: In order to move into the property, it would require one full month's rent (even if move in is not on the 1st of the month), security deposit, a \$150.00 administrative fee which covers lease preparation, comprehensive move-in inspection, and system set up and pet fee (if applicable) before keys are released and move in is allowed.

Move In Funds: Funds must be made by cashiers check or money order payable to The Listing Real Estate Management and received with 3 days of lease signing.

Income: Applicants must have verifiable employment and/or income history, such as copies of the three (3) most recent pay stubs, Leave & Earnings Statement or offer letter. All lawful sources of income will be considered. Self-employed persons must provide a security, pension, savings, interest etc. Notarized documentation must be submitted with your application to support additional sources of income such as alimony, dividends, military housing allowance, child support, interest, retirement income, etc. Copies of all documentation will be retained in the lease file.

Gross annual income for all leaseholders is combined and entered into the credit-scoring model. Gross monthly income must meet or exceed three times the monthly rental rate for single applicants or two times the monthly rental rate for each roommate.

Credit History: Applicants must have a favorable credit history. A credit report will be secured for all occupants of legal age to verify account credit ratings. The results will be entered into the credit-scoring model, which determines applicant eligibility to rent and security deposit level. Unfavorable accounts, which will negatively influence this score, include, but are not limited to: Collection, Charge Off, Repossession, Current Delinquency, & Bankruptcy within the last five (5) years. In the event of an unfavorable credit history or a foreclosure proceeding within the last five (5) years, the Landlord may, at its discretion, approve your application if you have sufficient income.

Criminal: Any applicant or a household member that has a criminal history in the last seven (7) years for a felony conviction or five (5) years for a conviction which indicates that his/her residency would pose a danger to the housing community or to the health, safety, security or peaceful enjoyment of the community, or that the applicant would otherwise not comply with the terms of the lease will be denied residency and occupancy. Guarantors/co-signors cannot be a substitute for this requirement. Applicants subject to a state sex offender registration requirement are prohibited admission.

Pets: If property accepts cats and dogs. There is a \$250 pet fee that is payable at or before move in or at the time the pet is acquired. This fee is non-refundable and is not considered a deposit for which pet damages can be deducted from. An additional \$25 per month per pet, pet rent. No uninsurable pets will be accepted; Breed Restrictions: Rottweiler, Pit Bull, American Bull Terrier, and any Mixes, Siberian husky, Chows, German Shepherds, St. Bernard, Great Dane, Doberman Pinchers, Alaskan Malamute, Akita, and any other Aggressive Breeds; Applicant will have to provide a picture of their pet along with their application

Roommates: If applicable for each resident is jointly and fully responsible for the entire units' rental payment. Each resident must sign the Lease Agreement. Roommates must have 2 years of prior rental history together.

We currently do **not** accept Section-8 vouchers.

Management reserves the right to add or delete any or all of the above guidelines and qualifications.