



Application Approval Policy

Application approval is based on the following criteria:

1. Age

Each occupant over 18 years old must complete a separate application with associated credit and background check.

2. Fee

Payment of the application fee for each applicant is required.

3. Income

Applicant(s) monthly income must be at least two and a half times (2.5x) the monthly rental rate before utilities. If Applicant does not meet this requirement, a *co-signer and/or landlord approval will be required.

4. Credit:

- a. Minimum credit score 620 is required.
- b. If the credit score is below 620, approval might still be obtained with either:
 - a *co-signer with a credit score of 650 or higher.
 - A roommate or other occupant with a credit score of 650 or higher.
 - a special approval obtained by landlord. An increased security deposit may be required.
- c. Other factors such as bankruptcy or collections may be grounds for denial.

5. Personal History

- a. Approval is conditioned upon favorable rental references - negative summaries are grounds for denial.
- b. Applicants with Evictions within the last eight years will not be considered.
- c. Applicants with criminal records will be subject to denial. Approval may be granted based on review of severity of crime and time passed.

6. Pets (for those properties accepting pets)

- a. Will be allowed with good rental reference
- b. 1 or 2 pet maximum (varies)
- c. Maximum dog weight will need to be reviewed and accepted by Landlord. Certain exceptions may be considered when an increased rent and/or deposit are provided, cleaning fees, or possible increase in inspection frequency.

7. Service or Emotional Support Animals:

Service or Emotional Support Animals will be accepted upon provision of reasonable evidence (e.g. Applicant must show a recent Doctor's note, certificate or some other form of documentation for their animal). Service animals will not

be charged a Pet Fee or any additional deposits. Tenants will be responsible for any damage caused by the animal, regardless of Service Animal or ESA status.

Multiple applications may be received for the same rental unit. An approved application does not guarantee that a lease will be initiated as relative qualification vis-à-vis other applicants will determine landlord preference (e.g. timing, qualification and other factors).

Following approval, the rental unit will only be held for applicants with a signed rental agreement with all initial rent, deposits and fees fully paid.

*Co-Signers must meet the above rental criteria, the same as any Applicant, and must agree to all lease terms.
