

**GENERAL INFORMATION GUIDE &  
“WHAT IS NEEDED TO RENT ONE OF OUR PROPERTIES”**

**(Exception: Although we try to adhere to this guideline for what you need to rent one of our properties, an owner/landlord may from time to time request stricter guidelines). All persons over the age of 18 must submit an application and be tenant screened by the third-party tenant screening company.**

- 1. Be prepared to submit the following documents once you pay your non-refundable application fee:**
  - A. Proof of income 2.5 times the monthly rental rate**
  - B. Three most recent pay stubs from your current employer**
  - C. If self-employed, two months of your most recent bank statements & two years most recent tax returns**
  - D. Minimum of two years proof of employment, self-employment or if retired, proof of annuity.**
- 2. Can't be currently under Bankruptcy. Filing Bankruptcy during tenancy is immediate termination of Lease and all monies for lease term immediately due and payable. No Bankruptcies in the past three years.**
- 3. No evictions in the past three years.**
- 4. No dispossession filings in the past three years.**
- 5. Credit score of a minimum of 600.**
- 6. Good rental history (pays on time, no balance left, no lease violations).**
- 7. No foreclosure on a home currently or in the past year.**
- 8. If you rent one of our properties you must submit proof of renter's insurance on the day of move-in.**

- 9. A non-refundable pet fee of \$500 per pet if owner allows pets will be required (No aggressive breeds). If no Pets it will be identified in the mls.**
- 10. All utilities paid by Tenant and turned on in tenants name 24 hours after move in.**
- 11. Tenant must complete a move-in form before move-in and a move-out form when tenant moves out.**
- 12. Lawn care, pest control (except rodents, termites) are the responsibility of the Tenant(s).**