

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 times the monthly rental rate**
 - B. Three most recent pay stubs from your current employer**
 - C. Two months of your most recent bank statements**
 - 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.**
- 3. No current evictions.**
- 4. If you rent one of our properties you must submit proof of renter's insurance on the day of move-in.**
- 5. A non-refundable pet fee of \$300 if owner allows pets will be required.**
- 6. All utilities paid by Tenant and turned on in tenants name 24 hours after move in.**
- 7. Tenant must complete a move-in form before move-in and a move-out form when tenant moves out.**
- 8. Lawn care, pest control (except rodents, termites) are the responsibility of the Tenant(s).**