



Rental Selection Criteria

Non-Refundable \$35 Application Fee

We will provide an application to everyone who requests one. Please look over our criteria for rental and if you feel you qualify, please apply. There is a \$35 nonrefundable application fee. If you have questions please call 931.553.4044 or 931.624.1842

Application Approval Requirements for Leaseholders

INCOME VERIFICATION

- Applicants must complete a "Qualifying Income and Finance Worksheet".
- Your income must be verifiable through pay stubs, employer contact, tax records and/or bank statements.
- If you are self-employed, your income must be verifiable through a CPA prepared financial statement, recent tax returns or 3-months of consecutive bank statements.
- Employment history must be verifiable for a minimum of 2 years with current employer and/or a minimum of four years total.
- Applicants who do not meet the above employment or income requirements may be required to submit additional deposits or other documentation if approved by Landlord.

RENTAL HISTORY

You are responsible for providing us with information, including the name, address and phone numbers of landlords with the dates of tenancy for the previous 2-5 years. [Verification Form attached to application](#)

HOME OWNERSHIP

Mortgage payment history will be considered. If you owned rather than rented your home during the previous 2-5 years, you will need to furnish mortgage company references and/or proof of ownership or transfer.

Rental history must be verified from unbiased sources. If your only rental history is from a biased source (family or relatives) your application may not be approved or you may be required to submit additional deposits or documentation if approved by Landlord.

RENTER'S INSURANCE

Tenant(s) are responsible for obtaining their own renters insurance.

CREDIT REQUIREMENTS

- To determine satisfactory credit worthiness we obtain a report from a credit-reporting agency.
- Credit card records showing occasional late payments of no more than 30 to 59 days may be acceptable provided you can justify the circumstances.
- If you have credit problems, your application may possibly be approved with a stipulation of an additional application/security deposit.
- Payments past due 60 days or more in the last 24 months may be cause for refusal of application.
- We may deny approval if you have filed for bankruptcy within the past 24 months.



- Any bankruptcy must have been discharged at least one year previous to the date of your application.
- Unpaid collections within the last 2 years may result in denial of your application.
- Outstanding debt to property managers or landlords will result in denial of your application.

CRIMINAL BACKGROUND CHECK

We do not rent to anyone with a felony or drug charge conviction or any person who is registered as a sexual offender.

All occupants must meet our Rental History and Criminal Background Requirements

REASONS FOR DENIALS

- If you failed to give proper notice when vacating previous properties.
- If previous landlord(s) would be unwilling to rent to you again for reasons pertaining to the behavior of yourself, your pets, or others allowed on the property during tenancy.
- If you have had three or more late payments of rent within a 12 month period.
- If you have an unpaid collection filed against you by a Property Management Company.
- If an unlawful detainer action or eviction has occurred within the past four (4) years.
- If you have received a current 3-day notice to vacate.
- If you have had two (2) or more NSF checks within the last 12 month period.
- If you have allowed person(s) not on the lease to reside on the premises.

If misrepresentations are found after the lease agreement is signed, the lease agreement will be terminated.

IDENTIFICATION & PAYMENT

All applicants must provide a copy of current photo identification with their completed application. (A driver's license or other government issued photo identification card is acceptable)

- Applications are reviewed in the order in which we receive them.
- All persons 18 years or older must submit an application with a non-refundable \$35 application fee.
- All applications must be filled out completely and signed.
- If we are unable to verify your information, we must deny the application.
- Separate Certified Funds are required for Application Fee(s) and Deposit Fee(s).

Applicants are qualified on the same standards, one person or family at a time, on a "first come first served" basis.

Once you are approved you will be notified via email and the email will contain the conditions required to secure the property and you will receive a phone call. You will have 24hrs after the email and phone notification to secure the property, after that, if not secured the property will be offered to any other applicants who are waiting to secure the property.

No person shall be denied the right to rent our property because of their race, color religion, sex, national origin, disability or familial status.