



REQUIREMENTS FOR APPLICATION APPROVAL

Tenant screening is one of the most crucial aspects of property management. Verifying income, credit, rental history and other information is the most important element in determining whether or not an applicant may be an ideal tenant. Below is a detailed outline of the screening criteria REMAX Eagle Creek Rentals requires to approve an applicant for tenancy:

Application Process typically takes between 1-5 business days, depending on the response time of the applicant screenings and income verification. We aim to make decisions as timely as possible.

Applications for Residential Properties Includes the Following Requirements:

- A \$70 non-refundable application fee paid for each applicant applying for the property
- For groups with more than one applicant, all applications must be received in full before consideration. Group applicants may combine income to meet the 3x the monthly rent requirement. Failure to meet requirement may lead to denial, need for additional applicant, or additional payment.
- Photo ID (State or Government issued)

Income & Employment Verification:

- Proof of verifiable employment and/or source of income for at least 3 months
- Adequate gross income - to - rent ratio (Make 3x the rent amount in income received monthly)
 - *Income for W2 Employees:*
 - 3 most recent pay stubs issued within the past 90 days
 - Fully Executed job offer/letter/contract from listed Employer
 - Employer reference contact and phone
 - *Income for Self Employed Individuals:*
 - 3 months of bank statement history
 - Signed tax returns for the last year to show predictable income (W2, 1099, or first three pages of 1040 form)
 - *Alternate Source of Income:*
 - Other verifiable sources of income which include but are not limited to social security, veterans benefits, retirement, child support, or other supplemental income and other programs administered by federal, state, local or non-profit organizations
- **REMAX Eagle Creek Rentals does NOT Accept Section 8 or other government housing vouchers/rental assistance or housing programs**

Credit History:

A credit report from a third party agency listed on our online application

- Good credit history free of negative credit issues which may indicate an applicant is high risk and/or indicated a pattern of payment delinquency
- No excessive debt which may impact applicant(s) ability to pay rent
- Derogatory accounts exceeding 15% may result in denial
- No history of unlawful detainer actions or evictions allowed
- No collections related to rental history
- Applicants with credit score below 600 may be denied. REMAX Eagle Creek rentals seeks tenants with credit score of 640 or higher
- **REMAX Eagle Creek Rentals does not accept portable screening reports**



Public Records & Rental History Information Required:

Each applicant must be able to verify a pattern of meeting their rental or mortgage obligations, leaving previous properties in good condition and not having a pattern of documented lease or legal violations.

Applicants able to provide references from previous housing provider(s) for a period of the past 3 years

- If applicant has prior rental history, good references from prior landlord(s)
- No documents comply or vacate notices or late payments
- No prior evictions on applicant(s) record

Animals on the Property:

- If permitted at the specified property, pet(s) must meet all advertised criteria. A Photo of the pet(s) must be included with the submission of the rental application
- Pets must be 50lbs or less, non-aggressive breed. It is a maximum of 2 pets total
- Approved pets require a one time \$250 non-refundable pet deposit per pet, and will have a \$30 monthly pet fee per pet paid in addition to rent
- Any Service or Emotional Support Animals (ESA) require a verified written document of the animals specified status as a Service Animal or ESA to be approved with the application
- No animals are allowed on the premises unless a Pet Addendum or ESA Application has been completed and verified
- Lease documentation or addenda must be acknowledged by the tenant(s) prior to any animals occupancy

The following may result in immediate denial of a rental application:

- False, incorrect or misleading information provided on the application
- Threatening or abusive behavior towards a REMAX Eagle Creek Rentals employee or agent
- Any returned or NSF application fees