

Procedures & Requirements

A completed and signed application is required for each adult 18 or older who will be occupying the unit. Each applicant must meet the qualification requirements. An application is on file for 45 days and may be used for any of the properties we manage. Incomplete or unsigned applications will not be processed.

A valid photo identification (driver's license or passport or resident alien card) and social security card or ITIN are required with each application.

The application fee of \$45.00 is non-refundable and paid after viewing the premises. The application fee is not applied toward deposit or rent.

Applicant must drive by a property before an application will be processed. A completed and signed application is required prior to showing a property.

Falsification of any information on an application will disqualify an applicant.

Missing information, an incomplete application, unsigned, or illegible application will delay processing an application.

Applicant with an unlawful detainer will not be accepted. Applicants with unpaid balances at previous rentals will not be accepted.

An open bankruptcy is not accepted. Two years from the date a bankruptcy case is closed is required..

No co-signors or guarantor's of rent.

Stability of residency will be a factor of consideration.

The physical condition of the applicant's current property and/or yard may disqualify an applicant.

Occupancy: 2 people per bedroom.

A property remains available for rent until a deposit is accepted from an approved applicant.

Occupancy is expected within a maximum of 10 calendar days from date of acceptance.

The deposit must be paid in full before move-in.

The first month's rent and the deposit must be paid by Cashier's Check or Money Order.

Each applicant is required to have a good credit report demonstrating an individual's payment history and willingness to pay. Each applicant must have one year of established favorable credit history. An adverse credit report may disqualify an applicant. Collection account(s) from a landlord will disqualify a prospective tenant.

Applicant's employment and/or other source of income will be verified. An established, verifiable income is required. Combined gross monthly income must meet or exceed three (3) times the amount of the monthly rent. Length of employment will be a factor of consideration. When an applicant has been on the current job for less than 12 months or is self-employed, a copy of the previous year's tax return is required.

A positive rental history of not less than one year is required. A reference from relatives will not be used in establishing an applicant's rental history. Current and previous landlords' references will be verified. Failure to pay rent on time, to give a proper thirty day notice in writing prior to termination of tenancy, to care for a property, to respect the rights of neighbors and other tenants will affect an applicant.