

Thank you for your interest in one of our properties. The following are requirements to qualify for one of our rentals. Applicants are judged on the same standards, one person or family at a time, on a first come first serve basis. It is your responsibility to provide us with all necessary, verifiable information and we reserve the right to decline an application for incomplete information, and/or for your delay (over 24 hrs.) in providing us with information

- **IDENTIFICATION:** All applicants over the age of 18 must provide current photo identification at the time of application.
- **EMPLOYMENT REQUIREMENTS:** Employment will be verified. Self-employed applicants must provide most recent tax return, 3 months of personal bank statements, and may be required to provide a CPA prepared financial statement.
- **RENTAL HISTORY:** Applicants must provide name, address, and dates of tenancy for previous landlords for two years. An application will not be approved if there are any previous evictions, defaults in lease agreements, excessive late rental payments, excessive property damage, or outstanding balances owed to another landlord. It is your responsibility to provide us with the information necessary to contact your previous landlords. We reserve the right to deny your application if, after making a good faith effort, we are unable to verify your rental history. If you owned the home you lived in for the previous two years then you will be required to furnish mortgage company references and proof of title ownership or transfer.
- **INCOME REQUIREMENTS:** The combined gross income of all persons living in the rental must be three (3) times the monthly rental rate (income requirement may be raised depending on credit history). Applicants who do not meet the above employment or income requirements may be given the option to pay 12 months or the full term of the lease in advance, including all rent, fees, and deposits.
- **CREDIT HISTORY:** Any bankruptcy must be discharged or closed at least 6 months prior to the date of application otherwise your application will not be approved. Excessive delinquent accounts such as collections, judgments, and liens may decrease your chances of being approved or you may be required to pay an additional deposit and/or monthly fee to overcome such delinquent accounts as reported on your credit. If your delinquent accounts total more than 5 times your gross monthly income your application will not be approved.
- **STUDENTS:** Full-time students can qualify with written verification of college enrollment, financial aid, and/or parental support, scholarships. Parental support is exercised by the approval of a parent's rental application and the parent signing any applicable documents and the lease agreement.
- **OCCUPANCY:** 2 Persons/1 Bedroom. ProRenter Property Management follows local and city guidelines and regulations for occupancy. Please check with the city for any occupancy restrictions.
- **CO-SIGNING:** We do not accept co-signers on our leases except in cases of full-time student enrollment. Any applicant who applies for a property will be treated as if they will be an occupant of the property.
- **PET POLICY:** Unless otherwise specified, a maximum of 2 pets allowed with an 80 lb. maximum (each property listing includes specific pet restrictions). The following dog breeds are not allowed at any ProRenter Property: Pit Bull, Doberman Pinscher, Rottweiler, German Shepherd, Great Dane, Chow, Akitas, and Wolf Hybrids.
Pet deposit: \$250 per pet; Monthly per pet fee: \$25-\$50 (if applicable).
- **\$25 NON-REFUNDABLE APPLICATION FEE** (no cash): Each applicant over the age of 18 is required to pay an application fee. This fee is NOT refundable under any circumstances.
- **CRIMINAL HISTORY:** Applicants will be asked to disclose any prior arrests, convictions or pending criminal actions. A criminal background check will be conducted. Failure to disclose is grounds for denial. Arrests and pending criminal actions will not, in themselves, be grounds for denial but may be factors used along with other criteria. Convictions of any sort will be evaluated on an individualized basis. Management will consider the nature of the crime and the severity of the crime, along with how much time has passed since the criminal activity and the release from any imprisonment, parole, or probation. Persons who are listed on any sex offender list will not be considered. Persons who have a criminal conviction relating to drugs who have not

provided evidence of completed drug rehabilitation will not be accepted nor will persons whose drug conviction relates to conviction for other than possession. Applicants should be aware that serious convictions relating to crimes involving violence, gang activity, arson, and injury to persons will likely be denied. Also persons who have been recently released from prison, parole, or probation may be required to provide additional information and references.

Management will evaluate the criminal history on an individualized basis which may be used as one factor in the application process. Applicants with criminal history are encouraged to properly disclose the information and to provide management with such other information as may assist in explaining the circumstances and mitigating factors of the criminal history. Denied applicants may petition for reconsideration and may then provide additional information to be considered.

ProRenter Property Management is committed to equal housing opportunity. We do not discriminate against anyone on the basis of race, color, religion, sex, handicap, family status, or national origin.