

Residential Lease Criteria

It is the landlord's policy to actively pursue and offer equal housing for all persons regardless of race, color, religion, sex, national origin, handicap, or familial status.

Notice to All Applicants:

- Applications are processed in the order they are received.
- No application will be processed without receipt of the full application fee payable in certified funds or money order.
- Please fill out the lease application as completely as possible to ensure swift processing.
- Any false statements on an application will result in immediate denial of your application.
- Application fees are NON-REFUNDABLE, unless your application is received after the unit for which you are applying is no longer available.
- The usual turn around time for application processing is 48 hours. Difficulty reaching previous employers or landlords will delay the processing.
- A unit will still be marketed to other prospective tenants until an approved applicant pays the security deposit in certified funds (typically 1 month's rent) on the unit and signs a completed and approved Residential Lease.
- Upon move in the tenant is responsible for paying an entire 1 month's rent in certified funds, regardless of move in date. Prorated rents are due on the 1st day of the following month after the lease commences.
- A lease application must be completed for every occupant 18 and over regardless of who is paying the rent.

The landlord requires that all residents meet the following minimum Rental Criteria:

- ✓ Applicant's monthly income must gross 3 times the monthly rent.
- ✓ Must have 2 years verifiable employment.
- ✓ Must not have any evictions.
- ✓ Credit Score from Transunion must be at least 700. Only credit reports run by landlord or landlord's agent will be considered.

We recommend that you determine if you qualify for the minimum requirements prior to submitting the application. Application fees are non-refundable.

Other Notices to Applicant Regarding application process and approval:

- A **credit report** will be processed on all applicants to verify account credit ratings. The landlord utilizes a credit and background screening company, E-Renter. Unfavorable accounts which will negatively influence landlord's decision include, but are not limited to, collections, charge-offs, repossessions, foreclosures, bankruptcy, and current or recent delinquency including a history of late payments.
- Landlord may ask for **proof of employment** in the form of recent paystubs or employment letter on employer's letterhead stating start date of employment, salary, and terms of employment. In the case of a self-employed individual, landlord may ask for bank statements and/or tax returns.
- A **criminal check** will be run on each applicant. Any applicant with any convictions other than minor offenses will be declined.
- **ID Verification** with a government issued photo ID is required for all applicants. Landlord may also ask for a copy of applicant's social security card.
- **Vehicle Regulations:** Recreational and/or Commercial vehicles are not allowed. The number of passenger vehicles allowed is limited to the number of garage spaces. No vehicles can be parked in common driveways.
- **Pets** are allowed only on a case-by-case basis. Landlord may in some cases not allow pets. Please check MLS listing or ask listing agent ahead of time.
- **Other Landlord Rules and Regulations** may apply especially if the unit is in a community with other homes like a condo, townhome or gated complex. Please ask ahead of time if there is a question about property use that might violate rules.

Documentation that needs to be submitted with your application:

- ✓ Completed application
- ✓ Copy of State issued photo ID
- ✓ Application Fee in Certified funds or Money order (made out to **GrayTeam, Inc.**):
Application Fees are:
\$40 each adult occupant