

The GSG Team- Applicant Screening Criteria

1. **Our Application fees are Non-Refundable:** Everyone 18 years or older who will be occupying the residence more than 10 days a year, must complete an application and pay an application fee. An application is not complete unless all parties have completed the online application and paid their application fee. This is listed when they apply via our website as well at www.thegsgteam.com. Once an application is submitted, we mark the property AR (Application Received) in MLS. If they apply after the property is marked AR, the fee remains non-refundable. We run applications on a first-come, first-serve basis. Please allow 2-3 business days for processing. See our Application Screening Criteria for additional information.
2. **Credit Requirements:** We require a credit score of 600 or above. Occasionally, exceptions are made to credit scores between 550 and 599, but a complete application must be reviewed before determinations are made.
3. **Income Verification:** Applicants must earn a minimum of 3 times the rent in verifiable, gross monthly income. Income will be combined for all applicants. Meaning all income is counted (including roommates, partners, etc.) in order to obtain total gross monthly income. Income must be able to be verified with paycheck stubs, employer contact, tax records, and/or bank statements. If the applicants are self-employed, income must be verifiable through a CPA-prepared financial statement or letter, tax returns, or bank statements. Your employment history should be at least 6 months and should be guaranteed to continue. We do accept child support, separate maintenance payments, and alimony if you wish to disclose the income. Co-signers can be discussed on a case-by-case basis. They will be required to be on the lease and complete an application as well as provide proof of income.
4. **Rental History:** We will not accept an application with a broken lease, foreclosure, or eviction in the last five years. We will verify the rental history. Please make sure to include the landlord's name, phone number, and email if applicable. Rental history must be from a third party (non-family or relatives) and must be verifiable for at least two years. Applicants must maintain renters insurance at all times.
5. **Pets:** Most of our properties are 'pet friendly,' but certain dog breeds may not be allowed per the individual owner's insurance company requirements. Animals must be over 2 years old and under 50 lbs. The standard pet deposit is \$250 per pet and is refundable (carpet cleaning with pet treatment required). Other animals will be approved on a case-by-case basis. Please provide documentation at the time of application for any service animals. Occasionally, exceptions are made, but a complete application must be submitted for review before determinations are made. We never accept animals under 12 months of age.
6. **Move-in Date:** The lease will commence, and rent is due a maximum of 3 weeks from application approval or when the property becomes vacant, whichever is later. Rent is due at the start of the lease. Utilities (water, electric/gas, trash) must be turned on in the applicant's name effective the start day of the lease.
7. **Fees and Security Deposits:** If the application is approved, the tenant must pay the security deposit and non-refundable processing fee of \$99 within 2 business days. All monies must be in certified funds (cashier's check or money order). Rent will be due on or before the keys are released.