



Rental Application and Guidelines

Applications are processed Monday through Friday during business hours. Our office is closed on weekends and holidays. Incomplete applications will not be processed. When multiple applications are submitted, the most qualified applicant will be selected and approved. Typical processing time is 1 to 3 business days.

ALL OCCUPANTS OVER THE AGE OF 18 OR OLDER MUST SUBMIT THEIR OWN SEPARATE ONLINE APPLICATION. APPLICATION FEE IS PER APPLICANT.

Credit Requirements & Income requirements

- Must make at least three times the monthly rent amount in gross income combined.
- All applicants must average a 600 credit score. Applicants that do not average a 600 credit score will be reviewed on a case-by-case basis.
- Credit history must demonstrate financial responsibility.
- No bankruptcy in the prior twelve months and must be discharged.
- Rental history will be verified. History of late payments/broken leases/evictions may result in denial.
- Self employed individuals must provide filed tax returns for the last two years and most recent bank statements.
- Co-signers are at the sole discretion of individual owners

Criminal History- Applicants may be denied if they have one or more of the following:

- Has an open warrant.
- Arson convictions or plea agreements for arson.
- Convictions for crimes against landlords or rental properties including vandalizing property or otherwise damaging property.
- We will check a national criminal database for all occupants 18 and over. We do not rent to any person required to register as a sex offender. Criminal backgrounds involving violent crimes, sex offenses, domestic violence and/or involving the possession/distribution of weapons or illegal substances are all grounds for denial of an application.

Additional Application Information

- Must have verifiable rental history or an additional security deposit may be required and only if credit history is acceptable
- Must have a valid social security number or ITIN.
- Must have a valid photo I.D
- Must maintain renter's insurance through the entire duration of occupancy
- Holding fee equal to one months rent and administration fee of \$150.00 per property is due within 24 hours of approval notification.
- Holding fee is non-refundable after lease signing.
- Lease must be signed within 24 hours of approval
- Lease must start within fourteen days of approval
- All payments must be made through tenant portal
- When you view the property it has already been professionally cleaned. You are accepting the property in the condition you viewed it when you sign the lease. If you have a special request please make that request prior to applying.

Pets:

- Pet approval is at the sole discretion of the owner of the property. Some properties do not allow pets. Be sure to have your Agent check the MLS listing prior to applying. Pet screening requires you upload a photo and current vaccination records during the application process.

The following are pets that will not be accepted.

- Akita
- American Staffordshire Terrier
- American Pitbull or Pitbull
- Alaskan Malamute
- American Bull Terrier
- Bullmastiff or Mastiff
- Chow Chow
- Any mix of a restricted Breed
- Illegal animals, endangered animals, poisonous animals, or any animal restricted by city ordinances
- Aquariums must be smaller than 30 gallons
- Birds must be approved and do require the same pet deposit
- Reptiles and rodents require prior approval and do require the same pet deposit
- * Doberman Pincher
- * German Shepherd
- * Great Dane
- * Presa Canario
- * Rottweiler
- * Siberian Husky or Husky
- * Wolf Hybrid

**** Tenants may be evicted for misrepresenting the breed of their pet, for having any restricted pet at the property, or for possession of any pet not disclosed prior to move in and approval.**

**** Visiting pets are never allowed on a property**

All application approvals may be subject to approval of the owner and not the property manager.

Upon move in holding fee will become the security deposit. Additional deposits and/or fees will be due upon move in with rent or prorated rent. If moving in the last 7 days of the month prorated rent along with the first full months rent will be due.

Move inspection and renewal inspection fee is \$50.00 per inspection.

Fair Housing: Select Property Management Group LLC is committed to the Fair Housing Act (FFHA) and the Fair Credit Reporting Act (FCRA). We provide equal opportunity housing to all persons and we do not discriminate based on race, color, religion, sex, age, familial status, handicap, sexual orientation, religion, national origin, or gender identity.

Errors and Omissions: Descriptions are subject to errors and omissions. Therefore, tenants should verify schools, pets, features, etc. Listings do not constitute a guarantee of the facts stated. You should personally tour the property before signing the lease agreement.