

Application Information

Before you submit an application, complete the following:

- Read this document.
- View the property.

Application Process

General Requirements

- We need a separate application for every adult over 18 years old including spouses.
- Incomplete, inaccurate, or falsified information will be grounds for denial.
- Your application will not be processed until we receive the application fee of \$55.

Getting Approved

- Generally, the first application received for a specific property is processed.
- If the application is approved, all other applicants for that property can request another property or have their application fee returned.
- Application fees are non-refundable if the application is already being processed.
- Application fees are non-refundable if you are denied for the property.
- If more than one application is received on the same day, the applicant who can move in soonest is processed first. If there is no difference in the requested move in date, the application that appears to be the most qualified will be processed first.
- Your application will be processed promptly and we typically can have a decision made within the same day.

After you are Approved

- After your application is approved, you have one day to deliver the deposit to hold the property.
- The deposit must be in the form of a bank cashier's check.
- We need one certified bank cashier's check for the deposit and a separate bank cashier's check for the first month's rent.
- After that, you can pay your rent with a personal check or have it automatically debited from your checking account.

Once we receive your deposit and signed lease, we will take the property off the market. If you later decline the property, the money that you put down is non-refundable.

Income Criteria

- The applicant must have some form of income source, employment, or verification of starting employment within a reasonable time from the start of the lease.
- If you are self-employed, you need to provide the latest tax return.
- If you are a full-time student and your primary source of income is from your parent or guardian, they will need to co-sign your application. Their application will be processed with yours. There is a \$55 application fee for the co-signer and we will process a credit check on them. Your co-signer must be approved in order to rent the property. They also need to sign a co-signer agreement form.
- A current pay stub for the last 2 weeks from your employer or documented proof of income other than employment is required and must be faxed to us at 952-447-2081.
- Verifiable income or liquid assets equal to three times the total annual rent will be required for unemployed applicants. Verifiable income may be bank accounts, spousal/child support, trust account, social security, unemployment, welfare, grants/loans.

Criminal Criteria

- A criminal records report will be run on every applicant.
- A conviction, guilty plea, or no-contest plea for any felony or any misdemeanor or gross misdemeanor involving assault, intimidation, sex related, drug related, property damage, weapons charges, criminal trespass, theft, dishonesty, or prostitution will be grounds for denial.
- Any criminal record activity that could be deemed harmful or threatening to the health and safety of an individual, the rental property, neighborhood, or property of others will be grounds for denial.
- Pending charges or outstanding warrants for any of the above will result in a suspension of the application until charges are resolved. Properties will not be held off market while awaiting resolution of pending charges.

Other Criteria

- Any unlawful detainers may be grounds for denial.
- We allow only two people per bedroom and up to five non-related occupants. Some city zoning may stipulate less numbers.
- We do not allow certain breeds of dogs that may have violent tendencies if mixed with other dogs. Examples of dog breeds not allowed are Pit Bull, Rottweiler, Doberman, German Shepherd, Husky, Chow, or mixed breed with any of the above. Owners reserve the right to deny any dog, so you need to speak with the leasing agent prior to submitting an application.
- All pets are subject to pet rent. There is a limit to the number of pets in one household. The pet rent is \$25 per month per dog and \$25 per month per cat.

- The premises can only be used as a private residence. You cannot use the residence in any way that is illegal or dangerous or that would cause a cancellation, restriction, or increase in the management insurance premium. Working from home is allowed, but it cannot be used as your primary work place. You cannot use the residence as a day care facility.

Rental Scoring

Minimum credit score of 600.

This letter also serves as the Megan's Law notification. Most states have established mechanisms for the community to access specific information about registered sex offenders. This information may be available via the Internet, by visiting a local law enforcement agency, or by an actual notification sent to your home or public school. Contact www.parentsformeganslaw.com for assistance in accessing information in your community. You can also go to the nationwide registry area of your state to access the link to your state's Internet registry.

Acknowledgement

By making an application for the property, you acknowledge that these verifications will be done. You also give us permission to make these verifications and request credit reports even after the initial application processing. You also acknowledge that you accept the property "AS IS" except where there is a written agreement for maintenance or repairs.

If you want to request any maintenance or repairs, it must be in writing and included with your application.

The application fee must be received before we process your application.