trend
PROPERTY MANAGEMENT

TENANT SELECTION CRITERIA and
APPLICANT REQUIREMENTS

Anyone occupying the property that is eighteen (18) years of age or older must fill out an application and submit a non-refundable application fee. Payment must be received before we complete the verification process. We accept payments online with a credit card or ACH via the online application. Credit cards will charge a fee, ACH is free.
We THOROUGHLY verify all applications for each client we represent.

Our normal acceptable applicant will need to meet the requirements below. If you do not meet these minimum requirements, you should contact us before submitting your application to discuss your situation:

1) Verification of Identity: Each applicant will be REQUIRED to provide copies of proof of identity documents (at least one with a photo) such as Driver's License, Social Security card, Passport, etc.

2) Income: Gross monthly income, combined for all tenants should be at minimum three (3) times the monthly rent amount.
Guarantors, when required, must have gross income greater than or equal to 5x the monthly rent

3) Employment: We require verifiable employment history for at least the past three (3) years. If you are self-employed, retired, or not employed, we can accept such documents as signed tax returns (2 years minimum), W-2's, bank statements, paycheck stubs, etc. that provide proof of applicant's ability to pay the rent. If military, we need a current copy of your LES.

4) Residency: We require verifiable residence history for at least three (3) years whether you currently own or rent.

5) Credit History: We will obtain a copy of your credit report. You cannot provide this to us, we will obtain this ourselves.

6) Criminal, Sex Offense, and Terrorist Database History: We will check for inclusion in these databases.

7) Occupancy: The total number of tenants and occupants may not exceed two (2) persons

per bedroom.
8) Pets: Pet policies and deposits vary from home to home so please contact us to determine the pet policy for this home. Most homes are limited to the number and size of pets. None of our homes permit dog types generally considered dangerous by common insurers, including but not limited to: Akita, Bull Dog, Beauceron, Belgian Malinois, Caucasian Mtn Dog, German Shepherd, Great Dane, Keeshond, Mastiff, Rhodesian Ridgeback, Pit Bulls, Staffordshire Terriers, Dobermans, Rottweiler, Chows, Wolf Hybrids or any similar breed or mixed breed. Further any Farm, Saddle, or Exotic Animal, or any animal with bite history will not be accepted.

9) Applicants will be denied for the following or similar reasons: False, inaccurate, or incomplete applications: Evictions, judgments related to rental residency, tax liens, unpaid child support; current bankruptcy proceedings; felony convictions and out of prison or jail less than 5 years, multiple felonies, physical or violent crimes, domestic violence, sex offenses; and/or appearance on any sexual offense or terrorist database.

10) Applicants may be denied or required to pay additional deposit or rent, and/or have a co-signer/guarantor for the following or similar reasons: insufficient verifiable income, excessive late or NSF rent payments, broken leases, property damages, unpaid rent, mortgage not current, foreclosures, credit scores under 600 or no credit score, excessive credit collection balances, slow pays, drug related offenses, etc.

ACCEPTANCE AND MOVE-IN PROCEDURES

1) We normally verify and review an application within two (2) business days of receipt PROVIDING ALL VERIFICATIONS CAN BE COMPLETED and application fees are paid. Holidays, delayed verification responses, additional information requirements, and other factors can slow the process. There is no need to contact us to check status. We will contact you when an update is available.

2) Once an application has been accepted, the Applicant has until 5:00 P.M. the following CALENDAR day to pay the Deposit and First Month's Rent via Tenant Portal (if not already done). We will not accept CASH for any reason. During the application processing time, we will not remove the Property from the market; We will only remove it from the market once the Lease is signed AND deposits paid.

3) Accepted Applicant(s) will be sent the lease for online e-signatures. All documents should be thoroughly examined, and any questions should be addressed BEFORE signing the documents. Once the lease is completed arrangements will be made for access and keys.