

Yopp Properties Rental Standards

Revised: 1/31/24

Lease Terms:	Initial lease: 12-14 month leases-may vary by property and market conditions. Renewal terms may vary from 6-18 month terms depending on property and current market conditions. Month to Month leases may be offered after a completion of initial lease term. Rents are increased subject to current market conditions. All lease terms begin on the first day of first full month and end on last day of last month. Partial month on initial lease will not be configured into the count of lease term.
Application & Administrative Fees:	\$70.00 application fee per applicant or occupant-due at time of application. All application fees are non-refundable. Once application is approved, applicants have 3 days to sign lease contract to reserve a unit. If no lease is signed, application will be valid for 30 days. Application process to include the application fee may not reserve a specific unit or property.
Security Deposits:	Security deposits start at \$500 and are due at the time of move in. All security deposits may be refundable upon move out and are processed in accordance with the lease agreement.
Delinquency Procedures:	Rent is due on the 1 st of the month. A late fee of 5% may be charged beginning on the 6 th of the month. We reserve the right to begin eviction proceedings 10 days after rent is due. Court/Attorney/Sheriff costs may be applied to account balance to cure debt. All settlement offers are subject to management approval. Guaranteed forms of payment may be required on delinquent accounts.
NSF Policy:	\$25 NSF fee plus applicable late fees. After second NSF, personal checks may no longer accepted for at least 6 months and account will be reviewed at that time. Payment must be in the form of a cashier's check, money order or certified personal check to redeem an NSF.
Other:	\$25 per pool pass (if applicable) \$35 per lock change \$25 per parking permit (if applicable)
Pet Guidelines:	2 Pets per apartment to include caged and aquarium animals. No farm or exotic animals allowed. Non-Refundable Fee (depending on property)- \$0-\$50 per caged/aquarium, \$0-\$150 per cat, or \$150-\$250 per dog -due at move in Pet Rent \$20/month per pet or \$10/month per caged/aquarium Annual Pet Registration: \$25 per pet profile. All animals are subject to management approval and through a third-party animal screening service. Pets over 35lbs and aquariums must occupy a ground floor apartment/condo. Dogs must enroll in DNA program with management. No pets allowed at Harbour Place. All residents 18 years of age and over are required to register and create a profile at: https://yopp-properties.petscreening.com/
Intra Community Transfer (ICT):	Resident must fulfill lease-term or pay a \$500 transfer fee-due at transfer approval. All transfers will be subject to management's approval. Residents must be in compliance with lease obligations, and an inspection of current apartment will be performed by management for approval of transfer. A 30-day written notice must be given to transfer apartments. Employment is only re-verified for existing leaseholders per current rent to income qualification and required documents- see applicant qualifications. Application fees are not charged on existing residents. Current security deposit on hand may be eligible for transfer pending management approval. Resident must satisfy any balanced owed by transfer date and/or transfer approval.
Applicant Qualifications:	We use a third-party screening agency to screen all applicants/occupants 18 years of age and over, which incorporates a credit and criminal background check. Please see page 2 for screening criteria. Any applicants/occupants listed on the sex offender registry may result in the application being denied. All applicants/occupants are evaluated based on information they provide in the application for occupancy. The requirement will apply regardless of whether they will be listed as a leaseholder or occupant. By applying for residency, each applicant 18 years of age and over must sign the application form. The property uses a nationally recognized vendor to conduct the screen and determines the application status upon an objective assessment of the credit and/ or criminal record reported. Income requirements are based off monthly rent-see page 2 for income criteria. Two local and current paystubs, current W-2/1099 plus two current bank statements, two current bank statements or letter on company letterhead stating income may be required to verify employment. Approved leaseholder applications may combine income. Applicant must have satisfactory rental history including all current and previous addresses with no balance owed. Paid rental balances are subject to management, payment history, and screening criteria approval. The application may be automatically denied for any rental balances owed. Applicants must provide a government issued photo ID and social security card (if applicable) at the time of applying. We do not accept co-signers or guarantors in lieu of application/occupancy qualifying criteria.
Foreign Nationals Documents:	Must provide government issued proof of identity and legal access to the United States. A valid visa, passport, or military ID is sufficient.
Occupancy Guidelines:	All leaseholders must be at least 18 years old and must fill out an application. We follow HUD guidelines for number of occupants as follows: 1BR=2 persons, 2BR=4 persons, 3BR=6 persons. We will always consider all reasonable requests for accommodations to occupancy standards.
Automobiles:	Maximum number of vehicles allowed per apartment are as follows: 1BR=1, 2BR=2, 3BR=2. No commercial vehicles are allowed. Vehicles MUST be in legal and operable condition and are subject to management approval. Vehicles must be registered with management. See lease agreement for property specific parking/vehicle policies.



Yopp Properties Application Screening Criteria

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Income Requirements

Total combined gross income-leaseholders only	Result
At least 3 times monthly rent	Criteria met
Less than 3 times monthly rent	Criteria not met

Income Requirements- Criteria met with conditions

Total combined gross income-leaseholders only	Result
At least 3.5 times monthly rent	Criteria met
Less than 3.5 times monthly rent	Criteria not met

Credit Score Requirement

Credit score- Leaseholders only	Result
650 or higher	Criteria met
649-600	Criteria met with conditions- see income requirements
560-599	Criteria met with conditions- see income requirements plus increased security deposit- 1.5 months rent
559 or lower	Criteria not met
No credit score	Criteria met with conditions-- see income requirements

Rental History

Rental Verification	Result
Late payments, NSF's, and/or eviction filings	Manual review required
Balance and/or judgement owed	Criteria not met
Reason for eviction and/or non-renewal of lease	Manual review required
Lease complaints listed	Manual review required

Criminal History (7 years)

Crimes- Felonies	Result
Any drug trafficking/manufacturing	Criteria not met
Any marijuana trafficking/manufacturing	Criteria not met
Any sexual offenses/registry	Criteria not met
Any sexual offenses/registry older than 7 years	Manual review required
Found in OFAC/terrorist database records	Criteria not met
Any alcohol offenses	Manual review required
Any criminal mischief	Manual review required
Any dishonesty/fraud	Manual review required
Any driving under the influence offenses	Manual review required
Any drug possessions	Manual review required
Any marijuana possessions	Manual review required
Any other drug offenses	Manual review required
Any other crimes against persons	Manual review required
Any other crimes against property	Manual review required
Any other crimes against	Manual review required
Any financial non-violent offenses	Manual review required
Any non-violent offenses	Manual review required
Any violent offenses	Manual review required
Any weapon offenses	Manual review required
Any misdemeanors	Manual review required

