



# Application Criteria

## Rental History

12 months valid, positive, verifiable rental history (signed lease agreement) OR a mortgage on your credit report

You may be asked to get a co-signer OR pay the last month's rent in advance if:

- You have less than 12 months of rental history
- You had 3 or more late payments or NSF payments (non-sufficient funds/bounced checks)
- We are unable to get in contact with your landlord after 2 attempts

## Income/Employment

6+ months with current local job AND gross income of 2.5x your portion of the rent

If your job is not local, but you do work remotely, we will ask for something in writing from your supervisor confirming that you work remotely.

The total rent ÷ the number of adult tenants = your portion of the rent

You may be asked to get a co-signer OR pay 6 months of rent in advance if:

- Your income is less than 2.5x your portion of the rent
- You are not employed/currently looking for local employment (co-signer option only)
- You are unable to provide sufficient proof of income (co-signer option only)

## Co-signer Requirements

Gross income of 4x the rent<sup>1</sup> and a credit score of 600 or better<sup>2</sup>

<sup>1</sup>Co-signer income is determined by the portion of rent for whom they will be co-signing. Ex: Rent is \$2,000 and is split between 2 tenants, and the co-signer is just for 1 tenant. Co-signer will need to make 4x half of the rent (\$4,000)

<sup>2</sup>Co-signers must meet all other requirements in addition to the credit and income portions.

## Credit History

Credit score of 600 or higher (for tenants)

You may be asked to get a co-signer OR pay the last month's rent in advance if:

- Your credit score is below 600
- You have a discharged bankruptcy
- You're in collections for over \$1,000
- You do not have a credit file

*\*Any collections balance owed to medical or education are NOT subject to review*

## Criminal History

As long as ANY charge that might come up on your record is disclosed in your application, it will not be grounds for automatic denial. The only charges that are grounds for automatic denial are:

- Manufacturing of a controlled substance
- Distribution of a controlled substance

*\* All applications denied for criminal history may be appealed for further review*

## Grounds for Denial

The following may result in an automatic denial:

- Verified eviction on credit report or confirmed with landlord
- Falsification of rental application
- Undisclosed criminal activity
- ANY balance owing to landlord/owed rent
- Open (non-discharged) bankruptcy
- Manufacturing/distribution of a controlled substance
- ANY balance owing to a utility company

If more than one of the criteria are not met by a tenant/applicant, then a co-signer will be required.