

RE/MAX of Hot Springs Village Property Management **Policy**

General: All applicants 18 or older must apply individually and pay a non-refundable fee. Applications require a valid ID and fulfill all RE/MAX guidelines.

Showings: Please call us at (501) 922-9997 to set up a showing. We will gladly work around your schedule. For the safety of our staff, no showings will be scheduled for after dark.

Guidelines for Acceptance

Criminal Background Check: Applicants are preferred to have no criminal history. **If criminal history is present, felony convictions must be five years or older.**

Credit History: A credit check is required for all applicants. A minimum credit score of 640 is expected, with no recent late payments, tax liens, charge-offs, or repossessions.

Rental History: We require five years of positive, verifiable rental history with no prior evictions or broken leases. References cannot be relatives. **Rental history of up to 5 years is required.**

Income: Applicants must show at least three months of verifiable employment and a debt-to-income ratio below 40%. Out-of-state applicants should ideally have employment in a similar field.

Pet Policy: Pets are considered on a case-by-case basis and require homeowner approval. A standard \$250 deposit per pet is required unless the owner specifies otherwise. Service animals are exempt from this policy.

Lease Signing: All final decisions require the homeowner's approval. If approved, we will contact you to schedule a lease signing. All occupants 18 and older must sign the lease.

Security Deposit: A security deposit equal to one month's rent, plus any applicable pet deposits, is due in full at lease signing.

At move-in: Proof of renter's insurance is required at move-in and must be maintained for the entire lease. Minimum coverage: \$100,000 liability and \$20,000 personal property. You are able to purchase renters insurance through us for \$14.50 a month.

Note on Inspections: All properties are inspected every six months or half-way through a 6 month lease. If we cannot coordinate a time with you, we will provide a 24-hour notice before entry for the inspection.