

Screening Criteria Template

Edit

Template Information

Template Name

Multifamily TACOMA Screening Criteria

Income

Income-to-Rent Ratio

Result	Total Monthly Income of Applicant(s)
Criteria met	At least 2.5 times monthly rent
Criteria met with increased security deposit	At least 2.25 times but less than 2.5 times monthly rent
Criteria not met	Less than 2.25 times monthly rent

Credit History

No Credit Score

Criteria met with increased security deposit

Credit Score Limits

Result	Score
Criteria met	675 or higher
Criteria met with increased security deposit	625 - 674
Criteria not met	624 or lower

Bankruptcies

Result	Bankruptcies
Criteria not met	Any open bankruptcies
Criteria met with increased security deposit	Any discharged bankruptcies within the last 7 years

Accounts in Collection

Result	Accounts in Collections
Manual review required	2 or more accounts in collections

Calculation Excludes

Accounts less than \$500.00

Medical Accounts

Student Accounts

Rental History

Landlord-Tenant Disputes

(Judgments for Landlord)

Result	Landlord-Tenant Disputes
Criteria not met	Judgments in favor of landlord within the last 7 years

Criminal History

Felonies

Result	Crimes
Manual review required	Any criminal mischief within the last 7 years
Manual review required	Any dishonesty/fraud within the last 7 years
Criteria not met	Any drug trafficking/manufacturing within the last 7 years
Manual review required	Any marijuana trafficking/manufacturing within the last 7 years
Criteria not met	Any other crimes against persons within the last 7 years
Manual review required	Any other crimes against property within the last 7 years
Manual review required	Any other crimes against society within the last 7 years
Manual review required	Any financial non-violent offenses within the last 7 years
Criteria not met	Any sexual offenses within the last 7 years
Criteria not met	Any violent offenses within the last 7 years
Manual review required	Any weapon offenses within the last 7 years

Misdemeanors

Result	Crimes
Manual review required	Any criminal mischief within the last 7 years
Manual review required	Any dishonesty/fraud within the last 7 years
Criteria not met	Any drug trafficking/manufacturing within the last 7 years
Manual review required	Any marijuana trafficking/manufacturing within the last 7 years
Criteria not met	Any other crimes against persons within the last 7 years
Criteria not met	Any other crimes against property within the last 7 years
Manual review required	Any other crimes against society within the last 7 years
Manual review required	Any financial non-violent offenses within the last 7 years
Criteria not met	Any sexual offenses within the last 7 years
Criteria not met	Any violent offenses within the last 7 years
Manual review required	Any weapon offenses within the last 7 years

Registries

Result	Registry
Criteria not met	Listed on sex offender registry

Result

Registry

Criteria not met

Found in OFAC/terrorist database records