

Application Information, Policies and Procedures

ALL ARE WELCOME TO APPLY

PLEASE REFER TO THE APPLICABLE SECTION BELOW BASED ON THE LOCATION OF THE RENTAL PROPERTY

PROPERTIES WITHIN KANSAS CITY, MO CITY LIMITS:

In order to comply with Chapter 38 of the Code of Ordinances for Kansas City, MO, we are not permitted to provide information regarding rental qualifications until you have submitted a rental application and paid the application fee. See <https://www.kcmo.gov/soi> for additional information regarding the applicable ordinances and your rights.

We accept all lawful and reasonably verifiable sources of income and do not give preference to one source of income over another. Reasonable rental standards are applied uniformly and equally to all applicants.

The following policies and procedures are followed for all applications:

All applications will be processed on the next business day after receipt of a completed application including all supporting documentation.

All applications must be accompanied by documentation that demonstrates verifiable monthly income, a current photo ID issued by a state or federal government, rental or mortgage history, and the application fee. If an application is missing any of these items, one contact will be made requesting these documents; if they are not supplied by the next business day, the application will be automatically denied as incomplete.

Application fees are non-refundable. Approved applications are valid for 30 days and are transferrable.

Examples of lawful and verifiable sources of income include but are not limited to:

- Paycheck stubs from employment
- Income tax returns
- Alimony
- Social Security Disability Insurance
- Retirement funds
- Rental assistance program payments or funds
- Cash (bank account balance)
- Cash or tipped wages
- Strike funds
- Child support
- College stipends
- Other sources of lawful and verifiable income

Pets: Pets are welcome in many of our rental properties. Check individual property listings to confirm. View our [Pet Policy](#) for more information.

ALL OTHER PROPERTY LOCATIONS:

All applications will be approved, conditionally approved or denied within one business day of the receipt of a completed application including all supporting documentation.

Application fees are non-refundable. Approved applications are valid for 30 days and are transferrable to other available properties.

When there are multiple approved applications for the same rental property, a lease offer will be extended to the best qualified applicant or applicant group. An application's qualification strength is determined primarily by credit score and rental history.

All applications must be accompanied by documentation that demonstrates verifiable monthly income (such as paycheck stubs for the preceding 30 days) that is three times the monthly rent, a current photo ID issued by a state or federal government, minimum of 2 years landlord or mortgage history, and the application fee. If an application is missing any of these items, one contact will be made requesting these documents; if they are not supplied by the next business day, the application will be automatically denied as incomplete.

Applications are evaluated for approval based on credit score, verification of income and landlord references. If we are not able to verify a positive landlord reference within 24 hours of receipt of the application, the applicant will be notified via email to contact their previous landlord to facilitate providing a reference to us.

Co-applicants: If there are co-applicants, each adult (18+) applicant must submit a separate online application within 24 hours of the first co-applicant.

- If an application for each co-applicant is not received within 24 hours of the first application, any co-applicant application received will be treated as incomplete and will be denied.
- If one co-applicant qualifies independently (see approval categories below), all other co-applicants still must submit applications to be added to the lease and will not be subject to the approval requirements below.
- A security deposit increase, if applicable, is determined by the lowest qualified co-applicant.
- If one or more of the co-applicants does not meet the minimum credit score, that applicant's income will not be counted towards qualifying the group for the property. If the income, credit, and landlord references of the remaining applicants qualifies

them for the property, then the non-qualified co-applicant(s) may be added to the lease.

Credit:

Score for properties \$1,199 or less	Deposit Increase	Landlord History
700	0%	None Needed
651 – 699	0%	1yr or 30% increase
600 – 650	30%	1yr or 30% increase
550 – 599	60%	1yr or 30% increase
549 & Below	DENIED	
Score for properties \$1,200 or more	Deposit Increase	Landlord History
700	0%	None Needed
650 – 699	30%	1yr or 30% increase
600 – 649	60%	1yr or 30% increase
599 & Below	DENIED	

Landlord History: All applicants must submit previous landlord or mortgage history. If an applicant does not have a landlord reference, then their application is subject to a 30% Security Deposit increase.

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If the total required security deposit increase for any application exceeds 100% of the rent, the application will be denied.