

Rental Requirements

1. What is the total gross monthly income for all adults living in the property?
2. Do you have verifiable rental history?
3. How is your credit?
4. When are you looking to move?
5. Do you have Petl(s)?

Prior to completing the application, please carefully review the following criteria to determine your eligibility. We base our approvals on a combination of the below items.

We do not start processing until the \$20 application fee(s) has been paid.

Any false information given on an application is an automatic denial.

Age: Each adult, regardless if they contribute financially to the household, must fill out a separate application.

Income: We must be able to verify your income. Your income must be three times the rent amount or more. Example: Your monthly income is \$2100 rent can be \$700 or lower. We require your **2 most recent pay stubs. We do not count overtime. You must be employed for at least 90 days at the same employment.**

The following can be considered as income:

child support (if court ordered and received regularly)

food Stamps

SSI

disability or TANIF.

Self-employed applicants must provide either a year's worth of financial statements (bank statement, CPA document, P/L, etc.) or a tax return from the previous year.

If you have not yet started a job but have secured employment we can also accept an offer letter, letter of intent or transfer paperwork. It must contain hire/start date & rate of pay and be a salaried position. Hourly positions may require additional information and documentation and you must be employed in same field for at least 90 days.

Multi-family units that include utilities are subject to lower income requirements, depending on utilities included.

Rental History: We must be able to confirm legitimate rental history. Verifiable rental history is defined by an official written lease agreement between the applicant and a landlord. (not friends or family).

An eviction within the last two years is an automatic denial.

If you have been previously evicted, owe a previous rental related item or you were asked to move from a residence the application is subject to denial or a higher deposit may be required. If you have never rented before we may require a higher deposit or cosigner or first, last and deposit. We also check eviction records daily to ensure there are no pending or previous evictions. Any false information given on an application regarding rental history is an automatic denial.

Credit: All applicants must consent to a check of their credit history. Poor credit will result in denial, be subject to a higher deposit or lower approval amount, or first, last and deposit. If you have disclosed to our staff that you are planning on filing bankruptcy or have already filed we cannot approve an application until the bankruptcy has been discharged.

Pet POLICY: There is a \$200 non-refundable deposit on 1st pet, \$100 non-refundable on 2nd pet due before move-in. If we receive complaints of noise, litter or other issues concerning the pet(s) we will ask you to remove it from the premises. No more than 2 pets allowed per household.

Not all properties except pets.

Dog breeds must be approved first.

Multi -units do not accept pets unless otherwise stated._

***Once your application(s) are approved we can accept the security deposit via money order or cashier's check. (no personal checks accepted for deposits) This will hold the property for a maximum of 15 days. We will NOT refund the deposit paid. Lease must be signed and all fee's paid (security deposit, rent, pet deposit, pet fee's, etc) prior to receiving keys.** We do not start section 8 paperwork till full deposit is paid. Not all properties accept section 8.**

****Michiana Rentals LLC complies with the Fair Housing Act as amended, prohibiting discrimination in housing based on race, color, religion, sex, national origin, disability, sexual preference or familial status.**

****Unit is not reserved until security deposit is paid. Once application is approved and security deposit is put on the unit, we can hold the unit for up to fifteen (15) days only.**