



Vicki Taylor, Property Manager & Vanessa Watson, Assistant Manager
303-525-8426 or 720-855-5642

APPLICANT SCREENING CRITERIA

- All applicants must submit a current photo ID and have a valid social security number.
- All residents 18 and over must be screened and approved in order to reside at the premises.
- A complete application for each adult in the household: If a line isn't filled in (or the omission explained satisfactorily), the application may be returned to you. The application fee is \$40 per adult occupant.
- Rental history verifiable from unbiased sources: It is your responsibility to provide us with the information necessary to allow us to contact your past landlords. We reserve the right to deny your application if, after making a good faith effort, we are unable to verify your rental history. No evictions, history of damage or an outstanding balance owed to a previous landlord are allowed.
- If you owned your previous home rather than rented, you will need to furnish mortgage company references and proof of title ownership or transfer.
- Income should be 3 times the rent. Income must be verifiable through employer contact, pay stubs, or tax records. Self-employment income must be verifiable through bank statements and tax records. Non-employment income shall require verification of its source, its stability, and the amount. If we are unable to verify income, we will require a qualified co-signer.
- Credit Check: Any past due accounts, unpaid collections or unsatisfied judgments against you for financial delinquency in excess of \$500 may require a qualified co-signer.
- Pets are accepted at certain properties only. Aggressive dog breeds will not be accepted and city codes will be followed regarding breed restrictions. Pet fees may vary by property.

You will be denied rental if:

- You misrepresent any information on the application. If misrepresentations are found, the application will be declined. If the property has been held vacant with a security deposit, the security deposit will be forfeited and the property will be returned to the rental market.
- You have a felony conviction for any type of crime that would be considered a threat to real property or to other residents' peaceful enjoyment of the premises, including the manufacture or distribution of controlled substances.
- Previous landlords report significant complaint levels of noncompliance activity including but not limited to:
 - Repeated disturbance of the neighbors' peaceful enjoyment of the area
 - Reports of gambling, prostitution, drug dealing or drug manufacturing
 - Damage to property beyond normal wear
 - Reports of violence or threats to landlord or neighbors
 - Allowing persons not on the lease to reside on the premises
 - Failure to give proper notice when vacating property
 - Previous landlords would be disinclined to rent to you again for any other reason pertaining to the behavior of yourself, your pets, or others allowed on the property during your tenancy
 - Eviction or balance owing to previous landlords or bankruptcy not discharged

Applicant Signature(s): _____