



3/10/2021

Application Process and Selection Criteria

We Offer an application to anyone who inquires about any of our rentals.

Application and Eligibility Requirements

- 1) A complete application is required from each person applying that is over 18 years of age.
- 2) There is no application fee. Upon approval of the application, a \$500.00 holding deposit will hold secure the property for two weeks. If applicant does not move in the becomes non-refundable and will be Forfeited. At move in the \$500 will be applied to the applicant's deposits.
- 3) A picture ID is required from all applicants at the time the application is submitted. This would include a current and valid driver's license or current and valid identification card.
- 4) The Gross Household income must meet or exceed 3 times the gross rent paid, unless there are extenuating circumstances: e.g., Retirement or a Current Housing Voucher. Income must be verifiable.
- 5) Approval of your application will be based on your credit history, rental history references, income, and criminal background check.
- 6) No more than two families will be allowed to occupy a home. Capacity of the unit is two people per bedroom plus one per unit.
- 7) Applications will be processed once deemed complete and in the order they are received.
- 8) Application denial may result from the following but not limited to:
 - a. Misrepresentation of personal information on the application.
 - b. Felony Conviction
 - c. FED within last 5 years.
 - d. Previous landlord reporting of complaints or noncompliance of rental agreement.
 - e. Credit Report reveals account(s) that are not current, and previous bankruptcy
 - f. Income not matching or exceeding 3 times the gross rent paid.

Applicant Screening:

1. Tenant Screening Consists of:
 - a. Full credit history of past seven years to be obtained through a credit reporting agency.
 - b. Check of public records including judgments, liens, evictions, bankruptcies, and collections.
 - c. Current Credit Obligations
 - d. Income verification
 - e. Rental history
 - f. Criminal Background Check - We reserve the right to perform a criminal background check on every applicant. A conviction, guilty plea or no contest plea for any felony shall be grounds for denial of the application.

NOTE: If we are unable to verify any information on the application, the application may be denied.

Security Deposits:



MEERSBURG
PROPERTIES, LLC

P.O. Box 647 • 2245 N.E. Cornell Road • Hillsboro, OR 97124
Telephone (503) 640-1755 • Fax (503) 640-3242

- 1) The required move in costs are to be paid in full prior to occupancy. A property may be held for up to 14 days after approval of the application with the payment of the \$500 holding deposit. At time of move in the holding deposit is credited towards the security deposit. If move in does not happen the holding deposit is not refunded.
- 2) A \$1350 refundable security deposit is due prior to keys being released

Utilities:

All utilities and garbage accounts where applicable must be transferred into the resident's name as of the possession date.

Insurance:

Renters Insurance in the amount of not less than \$100,000. must in place during tenancy. Some exceptions apply.

Pet Policy

The following is our pet policy for properties that allow pets:

1. No dangerous or vicious animals (as deemed by the property owner/agent), attack dogs or guard dogs are allowed.
2. Pit Bull Terriers or any mixed breed with Pit Bull Terrier are strictly prohibited.
3. All dogs are required to be licensed.
4. All dogs are required to have updated vaccinations.
5. A picture of each pet for our files will be required.
6. Verification of clean records with license authority.
7. No records of complaints from past property owner/agents.
8. No records of complaints from any state or county animal control or law enforcement agency.

NOTE: The landlord reserves the right to reject any or all pets in our homes.