

## Renting Guidelines and Criteria

Thank you for your interest in renting your next home with Softwind Realty, LLC. We offer a variety of different sized homes and understand pets are often considered part of the family, so we absolutely allow them with breed conditions. Our goal is to provide each tenant in our communities a safe, relaxing, clean place to call home. With this in mind, we discourage loud parties, heavy traffic in and out, disruptive behavior, drug activity, intoxication by you or your guests.

An application and **NON-REFUNDABLE \$50 application fee** are required for each applicant 18 years and older who will be living in the home.

Approved applicants are required to execute a Lease Agreement and pay the full first months rent, which is **NON-REFUNDABLE**, within 24 hours of approval. Once this is received, we will take the home off the market. Payment must be paid in certified funds or money order. The lease start date can be no later than 15 days after lease is signed. If the tenant does not take occupancy or cancels the lease, the first months rent is forfeited, and the property will be placed back on the market. This requirement is applicable to ALL approved applicants, even if they have not seen inside the home.

Applicant qualification is based on a thorough criminal and credit background check looking at past performance. To rent a home, the following selection criteria must be met:

- Complete the application in FULL.
- Provide all documentation requested for income verification, past rental history, government issued photo id and proof of savings. At a minimum the following must be uploaded while applying online. THESE DOCUMENTS MUST OCCUMPANY THE APPLICAIOTN (OR UPLOADED WITH THE ONLINE APPLICATION) OR THE APPLICATION IS CONSIDERED INCOMPLETE.
  - 2 months of pay stubs
  - 2 months bank statements (checking, savings and any account showing money being saved)
  - Drivers Licenses
  - Any other statements showing other income or savings such as social security, 401K, etc.
- Gross income must be a minimum of 3x the monthly rent. Income from a spouse can be combined to meet this requirement or a guarantor. **Only married couples may combine income to meet this requirement.**
  - 2 months pay stubs if employed.
  - Last 2 years Tax Returns and statement of current years income if self-employed.
  - Income from retirement or other sources or bank savings will also be considered with reliable documentation.
- Savings on hand must be enough to ensure the applicant is able to pay all upfront costs of rents, security deposit, utilities, renters insurance, etc. This is normally 3x to 4x the monthly rent.
- Security Deposit varies based upon credit criteria. The minimum security deposit is one month's rent.

Applicants will be denied for any of the following reasons:

- An incomplete application
- Falsification on the application or any item presented as documentation with the application, or any information provided on the phone, email or text which is false.
- Poor verification from previous landlords including but not limited to slow or nonpayment of rent, property damage, poor or unsanitary housekeeping, violence, drugs or drug activity.

- A history of late payments, unpaid bill, collections, or bad checks
- Outstanding debt to a previous landlord
- Utility debt in the past 36 months
- Listed on the Sex Offender Registry
- If you have had an eviction.
- History of destructive behavior or being unruly by anyone in the household.
- Identified on the OFAC Watchlist.
- We may consider whether an applicant has been convicted of various criminal activities including but not limited to fraud, theft, possession or distribution of controlled substances, assault, battery or other violent crimes, misdemeanor or other convictions of illegal activity in determining approval or rejection of application.
- A history of intoxication related problems such as DWI, drunkenness, disruptive behavior, or similar charges
- Other names come back for the SSN provided.
- Applicant has demonstrated their inability to live independently.

**Other information to know:**

- Resident Pays all Utilities.
- Occupancy limits will follow local, state and federal guidelines.
- Renter's Insurance will be required with a \$300,000 minimum liability and \$20,000 minimum property loss.
- Smoking is not allowed inside the home.
- Pets
  - a. All pets must be approved by the Property Owner and/or the Property Manager.
  - b. A maximum of 2 pets are allowed.
  - c. **Tenant is responsible for all damaged caused by a pet.**
  - d. Acceptable pets are dogs, cats, fish (15 gallon or less tank) and small caged mammals. Livestock, farm animals, poisonous, dangerous, or exotic animals are prohibited.
  - e. The following dogs are not allowed and we never allow one of these pets at a property - they are Akita, Chow, American Pit Bull Terrier, Pit Bull(Staffordshire Terrier), Bull Mastiff, Doberman, Presa Canario, Rottweiler, Sharpei, and Wolf or Wolf Hybrids and any combination of these breeds and any other breed the Landlord deems to have similar characteristics.
  - f. There is a **NON-REFUNDABLE** pet fee of \$300 per pet. **This is not a deposit and will not be refunded.**
  - g. In addition to the pet fee, there is a monthly pet rent fee for each pet which is \$20 per month per pet.
  - h. We use a pet screening service which charges a fee of \$20 for the first pet and \$15 for each additional pet. This is an additional charge and is paid directly to the pet screening service.
  - i. Service animals assisting residents and guests with disabilities are always permitted.

The application, even if accepted, does not create a lease between the applicant and Softwind Realty, LLC. No lease will exist until a formal Lease Contract is signed and fees are paid by the applicant.

Sign \_\_\_\_\_

Date \_\_\_\_\_

