

## *Congratulations on your decision to find a new home!*

- Every landlord has a slightly different application process, so be prepared to submit a slightly different application package for each home you like. For the majority of houses, though, you will go through a two step application process. The first round is considered a "pre-screening" process in which we will run your credit and background and ask for proof of income. We will submit that package to the landlord, and if they approve you, they may ask you to submit a secondary application and pay the application fee. Sometimes we will get lucky and they will let you bypass the secondary application. If the home is managed by a property management company, they may ask you to go straight to their website to submit all of your application materials. But I will let you know exactly how to proceed with each house.
- Most landlords require your gross income to be 3x the monthly rent in order to qualify. A select few will qualify you with 2x the amount. You will need to submit a month's worth of paystubs, sometimes two months. If you aren't paid the traditional route, you can submit bank statements that show regular income deposits. Also, be aware that there are some property management companies who require you to be at your current job for an entire year, so they may ask for tax returns or w2s as well.
- As far as credit is concerned, most like to see at least a 620, but many require a higher score. If your credit is lower than a 620, you might be able to qualify based on the strength of your overall application.
- If you have an eviction on your record within the last three years, you can pretty much guarantee that no landlord will accept your application. :( However, if the eviction was not technically your fault or if there were some extenuating circumstances surrounding it, they might allow you to submit a letter of explanation.
- All adults living in the household will need to apply.
- The move in amount will include your first month's rent, security deposit (which is equal to 1.5 x the rent), and any additional administrative, cleaning, or pet fees that the landlord may charge. You should have this amount in your possession before applying.
- Please know that you may be in competition with other applicants. If that is the case, the landlord will select the stronger application (higher credit score, more income, etc.). If it is a competitive situation, you might be able to win the home by offering to pay slightly more in rent or by paying 6 months to a year in advance. I know that probably sounds crazy, but sometimes these are the people you will be up against. So just keep that in mind. ;)
- Once you are approved for a home, I will let you know how we will proceed with lease signing.

You also need to know that not every landlord lists their rental with a realtor. You might be able to find more options by looking at homes listed for rent by owner on Zillow or forrent.com, etc. Should you find a home on your own, feel free to go ahead and apply. You are not stuck with me or required to use me by any means. ;) You do what you need to do to find yourself a home. :)

