



RENTAL APPLICATION APPROVAL CRITERIA

Thank you for choosing Platinum Key Realty Inc. to help you with your new rental. Please take the time to review the rental application approval criteria before you apply. The following information is offered as a guideline to help you pre-qualify yourself. If you have any questions about our policies or about the information in this document, please contact our office.

We will not discriminate against any person in the rental because of race, color, religion, national origin, sex, age, familial status, sexual orientation, or mental or physical handicap.

Please also note that these are our current rental criteria; nothing contained in these requirements shall constitute a guarantee or representation by us concerning current or prior residents or occupants. Our ability to verify whether these requirements have been met is limited to the information we receive from the various consumer reporting services used.

Monthly rent must be equal to or less than 33% of monthly income after deducting the monthly payments from the credit report.

APPLICATION FEE: Each applicant must pay a non-refundable application fee. Because there are no exceptions, it is important that you review this information carefully before submitting an application, making certain that, to the best of your knowledge; you meet the rental application approval criteria stated.

ROOMMATES/CO-RESIDENTS: In the event there are multiple applicants to reside in the same apartment/house, i.e. roommates or co-residents, the information on all applicants will be combined during the verification process.

SOCIAL SECURITY NUMBER: Each applicant must have a United States government issue Social Security number in order for the verification process begin. For all application verification, employment history will be required as well as residence history stated bellow. For Non-U.S. Citizens, a copy of a valid passport and or work visa with validity dates through the term of the lease will be required.

CREDIT HISTORY: Applicant(s) must have a credit report, which reflects a positive payment history on at least 70% of the total accounts reported for the past three (3) years. Bankruptcy or unpaid foreclosure/eviction/skips/money owed to a previous landlord whiting three (3) years will be result in denial of the application.

INCOME TO DEBT: A verifiable consistent be verify through a direct supervisor, payroll or human resources department, or from the applicant's last 30 days paychecks stubs. Self-employed applicants will be require to provide either the previous year's tax return or bank statements for the last six (6) months. Proof of retirement benefits, disability income, or full time student status is required.

RESIDENCE HISTORY: Applicant(s) must have a current residence reference, reflecting a prompt payment record and acceptable rental history for the past three (3) years.

Any record of disturbance of neighbors, destruction of property, living, or housekeeping habits at prior residence which may adversely affect the health or welfare of others residents, illegal occupants or unauthorized pets may result in the denial of application.

EMPLOYMENT: A company representative must verify applicant's employment. In event of a job change, the previous employment will be asked to provide a copy of an employment contract or written job offer from the new employer.

CRIMINAL HISTORY: Applicant's must not have a criminal history which reflect any prior felony convictions or deferred adjudication for felony offenses.

Please remember that this requirement does not constitute a guarantee or representation that residents or occupants residing at this community have not been convicted of a felony or are not subject to deferred adjudication for felony. Our ability to verify this information is limited to the information made available to us by the reporting services used.

FALSE INFORMATION: Falsifying any information on the application will result in denial of the application and may result in termination of any lease executed as a result of reliance upon false information on an application.

VALIDITY PERIOD: Approved applications remain in good standing for a period of thirty (30) days from the approval date. If the lease is not signed and/or the applicant fails to occupy the property within the viable time period, the application must be resubmitted for verification and approval and a new application fee must be paid.

CONFIDENTIALITY: We maintain a strict policy of confidentiality and privacy for our applicants and residents. Furthermore, we do not discuss individual credit reports with an applicant in accordance with the provisions of the Fair Credit Reporting Act. If you would like to discuss or dispute anything in your credit report, you will need to contact the Consumer-reporting agency that made that report. We will provide you the name and address of that Consumer-reporting agency.

ALL FEES PAID PRIOR TO MOVING IN AND MUST BE PAID IN MONEY ORDER or CERTIFIED CHECK.

- Keys to the rental property will not be given out until each person listed on the lease has signed and monies are paid in full.

SIGNATURE OF APPLICANT

DATE

SIGNATURE OF APPLICANT

DATE