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## RESIDENT ACCEPTANCE POLICY

**SCORING:** Each applicant's screening report shall be reviewed for three types of adverse information: **NEGATIVES, TERMINALS and REQUIREMENTS.** If *THREE* or more *NEGATIVE* items are found in a report, with no extenuating circumstances (i.e. temporary loss of job, medical reasons, family emergencies, etc.), the applicant will be denied.

### NEGATIVES: The following items shall be considered negative items:

- \_\_\_\_\_ Any two credit accounts that have been rated R2 (30-90 days late) in the last seven years.
- \_\_\_\_\_ Any credit account that has been rated R5 (120+ days late) in the last seven years.
- \_\_\_\_\_ Any two credit accounts which are rated as having gone to collections in the last seven years.
- \_\_\_\_\_ Any credit account charge off, discharged Bankruptcy, repossession, lien, or any unpaid civil judgment in the last seven years.
- \_\_\_\_\_ Any rental reference that includes more than 1 late rent payment or shows more than 1 NSF check.
- \_\_\_\_\_ Any instance of unauthorized pets or persons occupying a unit rented to the applicant.
- \_\_\_\_\_ Any instance of improper or lack of Intent to Vacate notice and/or a lease broken by the applicant.
- \_\_\_\_\_ Any employment situation which is temporary or seasonal in nature.

### TERMINALS: The following items shall be considered terminal and sufficient to decline the application:

- \_\_\_\_\_ Any OPEN bankruptcy.
- \_\_\_\_\_ A total of \$400 or more in unpaid collections in the last 7 years (non medical).
- \_\_\_\_\_ Any unpaid apartment collection, negative rental reference, incomplete reference, or would not re-rent reference.
- \_\_\_\_\_ Any eviction or Unlawful Detainer action and/or any current 3-Day or 10-Day Notice.
- \_\_\_\_\_ Any real estate mortgage foreclosure.
- \_\_\_\_\_ Any income level, or combined income level in the case of married co-applicants, which does not meet the income requirements.
- \_\_\_\_\_ A conviction for any of the following: selling of drugs or possession of drugs with intent to sell, manufacture or intent to manufacture drugs, or contributing to the delinquency of a minor.
- \_\_\_\_\_ Any conviction for possession of a controlled substance or drug paraphernalia.
- \_\_\_\_\_ Any registered or convicted sex offender.
- \_\_\_\_\_ Any history of disruptive, malicious, or violent behavior and/or more than 2 petitions of Domestic Violence.
- \_\_\_\_\_ Any criminal conviction which involves theft, burglary, robbery, serious offense, or a crime of violence as defined in RCW9.41.010. (Idaho Code equivalent)
- \_\_\_\_\_ Any false or misleading information provided by the applicant on the written application or omission of a material fact.

## RESIDENT ACCEPTANCE POLICE

### RATIO OF GOOD CREDIT VS. BAD CREDIT

# of Good issues reported \_\_\_\_\_ # of Bad issues reported \_\_\_\_\_ = \_\_\_\_\_ %

BAD ISSUES REPORTED CANNOT EXCEED 35% OF TOTAL CREDIT REPORTED

### RESIDENTIAL REQUIREMENTS:

\_\_\_\_\_ Applicant(s) must provide 12 months of verifiable rental history or homeownership. Failure to provide rental history or proof of homeownership will result in an increased deposit.

\_\_\_\_\_ Applicant(s) must provide proof of current photo identification.

### EMPLOYMENT REQUIREMENTS:

\_\_\_\_\_ Applicant(s) must provide 12 months of verifiable employment, or a combined total of 1 year current/previous employment history in the same job field. If not in the same job field, but changed jobs without a lapse in time, the deposit will be increased.

\_\_\_\_\_ Applicant(s) shall provide proof of 12 months of current source of income (i.e. Retirement, SSI, Pensions, Investments, Child Support, etc.).

\_\_\_\_\_ Applicant(s) who are self-employed must provide proof of income (i.e. tax returns, bank statements, etc.).

### INCOME REQUIREMENTS:

\_\_\_\_\_ Gross monthly income, including spouse, shall be 2 times the amount of rent. Each roommate must qualify individually.

This applicant is:

Approved

Conditionally Approved:

Denied

1st, Last & Deposit

Qualified Co-Signer

\_\_\_\_\_

Extenuating Circumstances:

\_\_\_\_\_  
\_\_\_\_\_  
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