--- UPDATED 2025 RENTAL SCREENING CRITERIA ---

Peak Property Management does not discriminate based on race, color, religion, marital status, national origin, sex, sexual orientation, familial status, disability, or source of income. We comply with all federal, state, and local Fair Housing laws.

This Qualifying Criteria and Application Agreement outlines our rental policies. Every person 18 years or older must be screened and processed.

Application & Fees:

- **Application Fee: $60 per adult (non-refundable)**

- **Administrative Fee: $100 (non-refundable, non-negotiable) – Required to establish an online portal if the application is approved and the tenant moves forward.**

- **Application Deposit & Processing Fees: Must be paid separately.**

- **Low Credit Score (below 600) Non-Refundable Security Fee: $200**

Required Documentation:

- **Government-issued photo ID or driver's license copies for verification.**

- **Employment and/or income verification: Two months of documentation required.**

- **Minimum Income Requirement: Applicants must make at least 2.5x the monthly rent to qualify. However, applications are reviewed on a case-by-case basis, and exceptions may be made.**

- **Self-employed or retired individuals: Must provide copies of previous year's tax returns, profit & loss statements, or the last three months of bank income statements.**

- **Applicants must set up renters' insurance and utilities in their name before the move-in date. Failure to do so is a lease violation and may result in additional fees.**

Required Deposits & Pet Fees:

- **Application/Security Deposit: Varies per property; refer to the Application/Lease Agreement for refund policies.**

- **Pet Fees:**

  - **$150 non-refundable pet fee for one pet / $250 for two pets**

  - **$150 refundable pet deposit for one pet / $250 for two pets**

  - **Maximum of 2 pets per applicable property**

- o **Monthly pet rent applies per pet (Non-refundable)**
- o **Pet restrictions apply – ESA and Service Animal policies available upon request.**

Occupancy & Screening Requirements:

- **Occupancy Standard: No more than two persons per bedroom over the age of 2 years or based on state law.**

- **Cosigners: Accepted for income qualifications only; must make 4x the monthly rent.**

- **Criminal History: Applicants may be denied for felony convictions, including but not limited to:**
  - o **Violent crimes against persons**
  - o **Drug-related offenses**
  - o **Crimes of moral turpitude**

- **Negative Rental History: Applicants may be denied for:**
  - o **Lease violations**
  - o **Late payments or NSF (Non-Sufficient Funds) payments**
  - o **Collections, eviction filings, or property damages**

Disabled Accessibility Standard:

- **Existing premises may be modified at the tenant's full expense, provided:**
  - o **Written approval is obtained from the landlord before modifications are made.**
  - o **Work is performed professionally and to industry standards.**
  - o **Detailed proposals of modifications are submitted in writing.**
  - o **Licensed contractors must be used, and all required permits must be provided.**
  - o **A deposit for restoration may be required.**

Privacy Policy:

Peak Property Management is committed to protecting the privacy of your personal information, including Social Security and government-issued identification numbers. We follow federal and state laws to ensure security.

Collection of Information:

- **Personal information is collected through rental applications and related documents (either in paper or electronic format).**

Use of Information:

- **Information is used for verifying statements made in the rental application, credit checks, employment history, and lease renewal reviews.**

- **May also be used for collections in the event of unpaid balances.**

Protection of Information:

- **Access is limited to authorized personnel only.**

- **Documents containing sensitive information are securely stored.**

Denial Policy:

If your application is denied based on the screening criteria, you will be notified within 7 days of your application submission date.

Your signature and/or email verification confirm that you understand and accept this document.

_____   _____

Tenant   Tenant

_____   _____

Tenant   Tenant

EQUAL HOUSING
OPPORTUNITY