***APPLICANT SCREENING REQUIREMENTS***

***We offer applications to everyone who inquiries about our available rentals.***

***We review completed applications in the order in which they are received.***

***We may require up to two business days to verify information on an application.***

***If we are unable to verify information on an application, the application may be denied.***

**COMPLETE *APPLICATION***

Each person over **18 years of age** must submit a completed application.

**All required supporting documents and fees** must be presented along with the completed application.

We will **not accept** incomplete applications, which includes supporting documentations to be complete.

First come first serve and we do not keep a wait list. Applications will only be accepted during vacancies.

***IDENTIFICATION***

Applicants must provide the listed forms of identification when applying. One must include a photograph (such as a state issued ID card or Driver’s License) **and a Social Security Card**. **A** **Social Security Card is required** with no exceptions. Passports **will not** be accepted **in place of** any items listed above.

 ***RENTAL HISTORY***

**Rental history of 2 years must be verifiable from all contracted rental sources, unbiased**.

Applicants must provide us with landlord name and contact information, email and or fax number.

We reserve the right to deny if this office is unable to verify after a good faith effort.

***SUFFICIENT INCOME/RESOURCES***

Gross monthly household income must be at least **3 X’s** the monthly rent.

Income shall be verifiable by providing **2 current months** of pay stubs or 2 current **complete** month's bank statements showing consecutive income direct deposits. Complete employer contact information, HR phone and fax numbers or email address.

***SCREENING: CREDIT/CRIMINAL/PUBLIC RECORDS CHECK***

A credit check and criminal/public records check will be performed on all applicants.

**All applicants/ADULTS are required to have a credit score rating of 650 or better.**

Any negative/derogatory reports may result in denial, regardless of credit scores.

**Screening fee of $30.00 per adult 18 years of age and older is required** and must be paid by **money order or cashier's check only**, made payable to ***Allen Ranch Estates*** when submitting the application.

***No cash or personal checks accepted for screening fees or move-in costs.***

***By signing below, I acknowledge that all information on this application for tenancy is true and accurate, hereby authorize inquiries necessary to evaluate the application for accuracy and credit standing. It is acknowledged that incomplete, inaccurate or falsified information shall be grounds for denial of the application or subsequent termination of tenancy upon determination of such falsified data.***

***By signing below, I am giving Ish Properties representative my permission to verify information made available by any and all sources or agencies for screening purposes, either during the application process or if approved, during occupancy.***

***Printed Full Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***

 ***Applicant Signature:***  *Date:*