

Tenant Screening Criteria
as of January 1, 2021

- _____ 1. You must complete a written application.
- _____ 2. You must fully complete all portions of the application or provide an explanation acceptable to the landlord as to why you did not complete all portions of the application.
- _____ 3. You must be at least 18 years of age.
- _____ 4. You must have photo identification.
- _____ 5. You must have a valid social security number.
- _____ 6. Your gross monthly income must be at least 3 times the monthly rental amount and you must provide acceptable written documentation substantiating income dated within the past 30 days. If you are self-employed you must provide the most recent tax filing to verify income.
- _____ 7. You must have a credit history/background that can be verified by a credit report.
- _____ 8. If your credit score is between 600-650, a cosigner is required. Co-signers must have a minimum credit score of 700.
- _____ 9. Your credit report cannot have delinquencies noted.
- _____ 10. If an eviction action has been filed within the last 7 years, regardless of outcome, you will be denied rental.
- _____ 11. Any negative reference from a prior landlord will cause you to be denied rental.
- _____ 12. If you have been sued in an attempt to obtain a money judgement against you within the last 7 years you will be denied rental. If you have a money judgement against you that is older than 5 years you must have legally satisfied that judgement or you will be denied rental.

- _____ 13. If you are employed, you must have been employed at your current job for at least 4 months. If you have not been employed by your current employer for at least 4 months, then you must provide your prior employer's information. You must provide contact information for any and all employers for any job that you would like to be considered. Your application will be denied if, after making a good faith effort, your employer cannot be contacted to verify your income.
- _____ 14. If you are self employed, you must provide a copy of last year's W-2.
- _____ 15. If I am unable to verify any information on your rental application, including but not limited to your prior rental history and your employment, you will be denied rental.
- _____ 16. If you have misrepresented any information on your application, you will be denied rental.
- _____ 17. You must pay the security deposit equalling one months rent in full at the time of lease signing.

The Applicant Screening Criteria above sets forth both the minimum requirements that must be met in order for your rental application to be accepted, and what may cause your application to be denied. Screening criteria is used to assist in the evaluation of each rental application. By signing this document, Applicant is acknowledging having read and understanding the above screening criteria, and permitting Korkos Investments to run necessary background and credit checks.

Applicant Name

Applicant Signature

Date

For Office Use Only

Date Application Received:

Date CCAP Ran:

Date Credit/Background Check Sent:

Date Credit/Background Check Received:

Does Applicant Meet All Above Criteria:

Yes

No

If no, what number is not met, and how so?