



# SHIPPY Property Management

## Rental Criteria

### APPLICATION FEE & ADMINISTRATIVE FEE

All application fees and administrative fees must be paid in full and are non-refundable. Application and administrative fees must be paid in full and are required to hold an apartment home. All adults of the age 18 and over must be listed as a lease-holder. If the applicant decides to cancel during or after the application process the non-refundable Application and Administration fees will be forfeited.

### OCCUPANCY STANDARDS

In compliance with the State and Federal law, SPM has developed written Occupancy Guidelines will match the fire code guidelines municipality for your area.

One Bedroom = 2 +1 Persons

Two Bedroom = 4 + 1 Persons

Three Bedroom = 6 +1 Persons

Four Bedrooms = 8 + 1 Persons

### RENTAL INSURANCE REQUIREMENT

Liability Renters Insurance equal to \$100,000 personal liability policy is required.

### GENERAL APPLICATION REQUIREMENTS & INFORMATION

- Applicants must show a current and valid government-issued ID.
- Applicants must not have an **eviction within past two years.**
- Applicants will be declined for any housing debts over **\$200 within the past two years.**
- Applicants must have verifiable monthly income equal to community requirement of 3 times monthly rent.
- An automated credit scoring system determines the applicant's rentability score and security deposit amount.
- Bankruptcies and foreclosures are considered in the scoring, but may not result in an automatic decline.
- SPM accepts Guarantors for first time renters, students and low credit scores.
- If a fraud alert occurs the resident will get denied automatically, and have to call Corelogic to clarify resident information.
- Criminal Background checks will be performed. A felony will not automatically bar an applicant from renting with SPM. Statutory requirements, along with the nature, severity, and date of the offense are considered.

### DEPOSITS and WAIVER FEES REQUIRED

Deposit and waiver fees are based on Community Standards and determined on approval status.

**ANY APPLICANTS THAT FALSIFY INFORMATION ON THE APPLICATION WILL BE AUTOMATICALLY DENIED, ALL NON-REFUNDABLE FEES AND DEPOSITS WILL BE FORFEIT.**

**"I hereby authorize SPM to obtain a consumer report, and any other information it deems necessary, for the purpose of evaluating my application. I understand that such information may include, but is not limited to, credit history, civil and criminal information, records of arrests, rental history, employment/salary details, vehicle records, licensing records, and/or any other necessary information. I hereby expressly release SPM, and any procurer or furnisher of such information, and understand that my application information may be provided to various local, state and/or federal government agencies, including without limitation, various law enforcement agencies."**

### EQUAL HOUSING OPPORTUNITY

**We do business in accordance with the Federal Fair Housing Law (Title VIII of the Civil Rights Act of 1968, as Amended by the Fair Housing Community Development Act of 1974). IT IS ILLEGAL TO DISCRIMINATE AGAINST ANY PERSON BECAUSE OF RACE, COLOR, RELIGION, SEX, NATIONAL ORIGIN, HANDICAP OR FAMILIAL STATUS.**

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Resident Signature

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Date

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Resident Signature

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Date

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Resident Signature

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Date

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Owners Representative

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Date