

\*BPM can not tell in advance whether a rental application will be approved/denied, and these criteria are not to be considered legal advice.

\*\* BPM is NOT responsible for contacting applicants for missing information. Incomplete and/or falsified applications are grounds for denial.

\*\*\* BPM reserves the right to decline any applicants that do not meet rental criteria in full.

#### GENERAL REQUIREMENTS:

- Government issued photo I.D.
- Individual applications for adults 18+, applicants must qualify individually.
- Must be fit to enter a legal and binding contract.
- Must provide complete and accurate information as well as documentation.

#### CREDIT REQUIREMENTS:

- Must have credit score higher than 600.
- Collections, garnishments, and current bad debt will lower credit score.
- Applicants with limited/no credit may be declined or offered a lease with increased security deposit, at the sole discretion of BPM.
- Bankruptcies filed within one year of application date, will be denied.

#### INCOME REQUIREMENTS:

- Gross household monthly income should equal 3 times stated monthly rent. We use hourly wages and hours worked to formulate monthly income.
- 2 recent pay stubs should be submitted to show income and current employment. It is the responsibility of the applicant to provide pay stubs, even if paid through direct deposit.
- Self-employed applicants will be required to show proof of income through the previous year's tax returns.
- Any and all additional income must be verifiable. Verifiable income may mean, but is not limited to; bank accounts, trust accounts, social security, unemployment, welfare, grants/loans.
- Section 8 vouchers and any other rental assistance also require written verification/documentation.
- Unless you can show you are working remotely with continued employment, income from a non-local job will not be considered.
- Income that is unverifiable will result in a denial.

#### RENTAL HISTORY REQUIREMENTS:

- 18 months of rental history from a current third-party landlord is required. Rental references ending 18 months prior to date of application will not be considered current.
- Home ownership verified through the county tax assessor, mortgage payments must be up to date.
- Rental history demonstrating residency only, not third-party rental history requires a security deposit equal to one month's rent.

- Additional security deposit will be required, when rental history does not meet third-party rental requirements or applicant has no rental history.
  - Applicants involved in landlord/tenant disputes and/or evictions may be denied.
  - Rental history reflecting past due rent or an outstanding balance will be denied.
- >>> Verifying rental history is usually what takes the most time to get applications processed. Give references a heads up to look out for contact from us!**

#### OCCUPANCY CRITERIA:

- Based on number of bedrooms (space used primarily for sleeping with at least 1 window, and a closet) in a unit.
- 2 persons per bedroom. Children under age 2 are allowed as a third occupant when child resides with parent/legal guardian.

#### CRIMINAL CONVICTION CRITERIA:

Upon receipt of the rental applications and screening fee, landlord will conduct a search of public records to determine whether the applicant or any proposed tenant has been convicted of, or pled guilty to or no-contest to, any crime.

- A conviction, guilty plea or no-contest plea, ever for: any felony involving serious injury, kidnapping, death, arson, rape, sex crimes and/or child sex crimes, extensive property damage or drug-related offenses (sale, manufacture, delivery or possession with intent to sell) class A/Felony burglary or class A/Felony robbery; or
- A conviction, guilty plea or no-contest plea, where the date of disposition, release or parole have occurred within the last seven years for: any other felony charges; or
- A conviction, guilty plea or no-contest plea, where the date of disposition, release or parole have occurred within the last seven years for: any misdemeanor or gross misdemeanor involving assault, intimidation, sex related, drug related (sale, manufacture, delivery or possession) property damage or weapons charges; or
- A conviction, guilty plea or no-contest plea, where the date of disposition, release or parole have occurred within the last three years for: any class B or C misdemeanor in the above categories or any misdemeanors involving criminal trespass I, theft, dishonesty, prostitution

**>>>Criminal conviction shall be grounds for denial of the rental application. BPM will review the type of conviction, the time that has passed since conviction, recidivism in the record and any clarifying or supportive documentation provided by applicant to determine if that household, because of the conviction would be deemed a risk to person or property.**

#### RENTER'S INSURANCE REQUIREMENTS:

- RENTER'S INSURANCE IS REQUIRED! You will need proof of renter's insurance before or at the time of the lease signing. NO EXCEPTIONS! Failure to produce proof of insurance at lease signing will be automatically enrolled in a basic liability policy, and will be responsible for insurance charges and fees.

- Minimum required insurance coverage- \$100,000 Limit of Liability for Lessee's legal liability for damage to Lessor's property for no less than the following causes of loss: fire, smoke, explosion, backup or overflow of sewer, drain or sump, and water damage ("Required Insurance"). Tenant(s) must list Bitterroot Property Management, INC as additionally insured and interest on said policy and provide written proof of coverage no later than the start of this Rental Agreement. Tenant(s) are required to provide Manager a copy of any and all newly renewed insurance, as insurance company may not provide to Manager of behalf of Tenant. Manager requires that each Tenant purchase a policy of Renter's Insurance or be listed as insured on a co-Tenant's policy of Renter's Insurance.

#### PET REQUIREMENTS:

- ALL pets/assistance animal owners are required to provide photos of the animal(s) and current vaccination records.
- Applicants are responsible to ensure their pet(s) meet the pet criteria as stated in the unit's advertising. Bitterroot Property Management will not reimburse any fees paid for the pet screening if the applicant does not qualify based on the number, type, breed, weight, etc. of their pet(s).
- All pets are subject to approval. Because of insurance requirements and for safety BPM does not accept aggressive breed which may include, but is not limited to: Doberman Pinchers; Rottweiler; Pit Bull; Mastiff; German Shepherd; Akita; Chow; Pressa-Canario; Bull Terrier; Wolf/Wolf Hybrid- or any mixture of listed breeds.
- NO dogs under 1 year of age will be permitted.