

**PORTLAND LOFTS AND HOMES PROPERTY MANAGEMENT  
RENTAL CRITERIA FOR RESIDENCY**

Only one application will be processed at a time and applications will be processed in the order received.  
**An incomplete application or one with false information will not be considered.**

**APPLICANTS**

Each person 18 years of age or older must complete and sign an application and only the applicants may reside in the property.

If a co-signer is necessary, the co-signer must also complete and sign an application. The acceptance of a co-signer is not normal policy and is subject to individual approval or denial by Portland Lofts and Homes Property Management.

To be processed and considered, a \$45.00 non-refundable processing charge must accompany application.

**CREDIT CRITERIA / CRIMINAL BACKGROUND**

Portland Lofts and Homes Property Management will obtain a credit report and Criminal Background check for each applicant and co-signer 18 years of age or older.

**INCOME CRITERIA**

Applicant's gross monthly income must be three times the amount of the monthly rent.

Income will be verified from copies of the prior month's pay stubs provided with the application or by a phone conversation with the applicant's supervisor.

Self-Employed applicants must provide the most recent tax returns and 3 months bank statements. Unverifiable income will NOT be considered.

**RENTAL CRITERIA**

Twelve months of verifiable contractual rental history from a current third party landlord or home ownership is required.

Five (5) years eviction free history is required.

Two (2) or more 72 hour notices within one year will result in denial of the application.

Two (2) or more NSF's within one year will result in denial of the application.

Rental history reflecting past due and unpaid rent will be denied.

**CREDIT CRITERIA**

Negative or adverse debt on consumer credit report may require additional security deposits.

Negative or adverse information on consumer credit report can cause denial of your application.

**IDENTIFICATION**

Photo ID must be provided at the time lease/rental agreement is signed.

**CONDITION OF MOVE-IN**

Each rental property has a required Security Deposit.

Security Deposits and first month's rent are to be paid in cashier's check or money order before keys are provided.

*Note: Some properties do not allow pets.*