

Tenant Screening Criteria and Rental Requirements

We are an equal opportunity housing provider. We accept one application at a time and will accept the first applicant who meets the minimum requirements. Applications are processed by a professional tenant screening company. A cashier's check or money order made payable to "Moco" for the screening fee is required at time of application.

Accepted applicants will be required to sign a Holding Fee Agreement and pay a non-refundable Holding Fee equal to the Security Deposit to our office within 1 business day of notice of approval. Until the Holding Fee is received, we will continue to market the property to prospective tenants. A cashier's check or money order is required for the Holding Fee and all Move-In Funds. The holding fee will be applied towards the Security Deposit upon completion of rental agreement and occupancy. The security deposit is normally equal to the rent amount however additional security deposit may be required if all of the criteria is not met or there are negative results on the screening report.

GENERAL REQUIREMENTS:

- The screening process involves Verification of Income, Credit Review, Rental Verification and Criminal Background check.
- Positive government issued picture ID must be provided when application is submitted.
- Proof of US citizenship or documentation for residency is required.
- Applicants must be 18 years of age. All members of the household 18 years or older must submit an application.
- Application must be completely filled out and signed.
- Application fees must be paid prior to processing the rental application.
- Co-Signors to guarantee the lease are discouraged and only allowed on a case by case basis at the Designated Broker's discretion. In all cases, a co-signor must meet the full qualification guidelines and accept responsibility for the terms of the lease. Co-signors must reside in Washington State.
- Applicant acknowledges and accepts that Details Property Management represents the owners of the property for which the applicant is applying.

INCOME REQUIREMENTS:

- Six (6) months of verifiable income is required. Two (2) month's current paystubs are required.
- Self-employed applicants will be required to provide proof of income with the previous two (2) year's tax returns.
- Gross monthly income must be sufficient to cover outstanding debts as shown on credit report and monthly rent.
- Verifiable income from sources other than employment will require proper documentation.

RENTAL REQUIREMENTS:

- Six (6) months of positive, verifiable rental history from a third party landlord (i.e. non-family member) will be required.
- Home ownership will be verified and payment history reviewed.
- Rental history demonstrating residency, but not by a third-party (i.e. family members), may require additional security deposit and/or a co-signor residing in WA State.

NEGATIVES: The following items shall be considered negative items and may result in denial or additional security deposit requirements.

- Any credit account which is rated as having gone to collections within the last seven (7) years.
- Any collection, judgment, bankruptcy or lien within the last seven (7) years.
- Any landlord reference that includes more than two (2) late payments in a year.
- Any instance of a damage deposit which was not returned due to damage to the rental unit (beyond normal cleaning).
- Any instance of proper “Notice of Intent to Vacate” not being given.
- Any instance of unauthorized pets or people occupying a unit rented to the applicant.
- Any income level which does not meet the income requirements.
- Foreclosures will be reviewed on a case by case basis. Timing, payment amounts and verifiable reasons for the foreclosures will be considered (i.e. medical issues, temporary loss or reduction of income)

TERMINALS: The following items shall be considered terminal and sufficient to decline the applicant(s) and household members.

- Any evidence that an applicant has lied on the application.
- Any open bankruptcy or bankruptcy that has been discharged less than two (2) years from today’s date.
- Negative or Incomplete rental reference/would not re-rent documentation.
- Any rental history reflecting any unpaid past due rent.
- Any collection filed by a property management company.
- Any eviction or Unlawful Detainer action and/or any current 3 Day Notice.
- Two (2) or more NSF checks (for rent) within a 12 month period.
- Any conviction of, or reasonable cause to believe that any illegal drug is currently being used and/or has in the past been used, possessed or sold by any household member.
- Any false or misleading information provided by the applicant or omission of a material fact.
- A total of \$1,000 or more in unpaid collections in the last seven years excluding medical.
- Any felony conviction for criminal activity.
- Any conviction for any criminal activity where the convicted has been out of jail/prison for less than five (5) years.
- Any conviction for a criminal offense that was of physical or violent nature against either a person or property.
- Any household member that is a registered or unregistered sex offender.
- Two (2) or more charges for Domestic Violence (defendant in criminal cases) or charges that are Domestic Violence related, and/or two (2) or more petitions filed against applicant for Orders of Protection (respondent in civil cases).
- Reasonable likelihood that the applicant will be unwilling or unable to pay rent.
- Reasonable likelihood that the applicant or those acting under his or her control will interfere with the health, safety, security or the right of peaceful enjoyment of the resident community.
- Reasonable likelihood that the applicant or those acting under his or her control will cause intentional damage or destruction to the rental unit or surrounding premises.