



TENANT SCREENING STANDARDS

Site: _____
Resident(s): _____
Unit: _____ Estimated Move In Date: _____

Non-Refundable Application Fee

\$45 per Applicant

\$25 per Cosigners

\$15 per state/per applicant on States not included in SuperSearch. See page 2 for State listing.

Equal Housing Opportunity

Oak Grove Realty Services does not discriminate on the basis of age, race, color, creed, religion, national origin, disability, and affectional orientation, status with regard to public assistance, familial status, sex, or marital status.

Application Requirements

Each applicant shall sign the application and show proof of photo identification. Refusal to sign the application or show proper identification is grounds for rejecting the application.

Income Requirement

The applicant's monthly income must be greater than or equal to 2.5 times the monthly rent of the apartment. If there are multiple applicants for an apartment, their combined monthly income must meet or exceed the above standard. If the applicant does not meet this standard we may require a co-signor and/or an increased security deposit amount.

Rental History

Resident must have two years of verifiable rental history. Present and previous rental references must report prompt payment, no lease violations, no noise complaints, a proper notice to vacate was given, and that the manager would rent to you again. If the applicant does not have two years of verifiable rental references we will require an increased security deposit amount. Omission of an address is grounds for rejection.

Income & Credit

If the applicant's credit records demonstrate repeated lateness in the payment of debts, outstanding unpaid judgment(s), bankruptcy filing within 5 years of the application, eviction judgment adversely decided within 5 years and/or outstanding collection items the applicant may be rejected. Depending on the dollar amount of negative credit, we may approve the application with an increased security deposit amount and/or a co-signer.

Criminal Record

A criminal check will be done on all applicants. An application may be rejected if there is any record of felony criminal conviction. An exception may be made in the event the felony conviction is over 5 years old and does not involve violence towards persons or property, sex crimes or illegal drug activity. We may also reject an application for various misdemeanor convictions if there is record of violence, assault, theft or illegal drug activity involved. Pending criminal charges will be evaluated based on the nature of the charges and underlying alleged offense(s).

Occupancy Limit

Studios - 1 person 450 sq. ft. or more 2 people

One Bedroom - 2 people

Two Bedrooms - up to 4 people

Three Bedrooms - up to 6 people

Nationwide Criminal SuperSearch Includes the following States:

1 Alaska

9 North Dakota

17 Washington

2 Arizona

10 Ohio

18 West Virginia

- | | | |
|---------------------|-------------------|--------------|
| 3 Connecticut | 11 Oklahoma | 19 Wisconsin |
| 4 Hawaii | 12 Oregon | |
| 5 Iowa | 13 Pennsylvania | |
| 6 Maryland | 14 South Carolina | |
| 7 Missouri | 15 Texas | |
| 8 Carolina
North | 16 Utah | |

Additional Fee Required For The Following States:

- | | | |
|------------------------|------------------|------------------|
| 1 Alabama | 12 Kansas | 22 New Hampshire |
| 2 Arkansas | 13 Kentucky | 23 New Jersey |
| 3 California | 14 Louisiana | 24 New Mexico |
| 4 Colorado | 15 Maine | 25 New York |
| 5 Delaware | 16 Massachusetts | 26 Rhode Island |
| 6 District of Columbia | 17 Michigan | 27 South Dakota |
| 7 Florida | 18 Mississippi | 28 Tennessee |
| 8 Georgia | 19 Montana | 29 Vermont |
| 9 Idaho | 20 Nebraska | 30 Virginia |
| 10 Illinois | 21 Nevada | 31 Wyoming |
| 11 Indiana | | |

All background screening is performed by an independent third party. See below for screening company information:

Rental History Reports
 701 5th Street South
 Hopkins, MN 55343
 Phone: 952-545-3953 Fax: 952-545-3973

Application and Background results are only valid for 60 days. In the event that the application is returned as management intervention or inconclusive, a third party verification may be required. If I am approved and I do not move in within 60 days, I understand that the application process will need to start over and all applicable fees will apply.

I have read and understand the above information.

Signed _____	Date _____
Signed _____	Date _____
Signed _____	Date _____
Management _____	Date _____

