



RESIDENT SELECTION CRITERIA

*** Please call our office prior to applying to inquire about any current applications.
Application fees are non-refundable. ***

Applications must be submitted through our website at: www.pmigulfhorizons.com

- ❖ All adult applicants, 18 or older, must submit a fully completed, dated and signed residency application and fee. All applicants must provide proof of identity. A non-refundable application fee will be required for all adult applicants. Applicants may be required to pay an additional application fee or an additional security or damage deposit and be approved by a condo/homeowner's association prior to move in.
- ❖ Applicants must have a combined gross income of at least three times the monthly rent. We reserve the right to require a co-signer. A minimum of two years residential rental or ownership history is required.
- ❖ Rental credit history and or civil court records must not contain eviction filing, landlord collections, liens or open bankruptcy within the past 7 years.
- ❖ Self-employed applicants may be required to produce, upon request, 2 years of tax returns or 1099's and non-employed individuals must provide verifiable proof of income. All sources of other income must be verifiable if income is needed to qualify for a rental unit.
- ❖ Criminal records must contain no convictions for felonies within the past 7 years involving the manufacturing or distribution of controlled substances. For other felony convictions, we will conduct individualized assessments that take into account mitigating factors, such as facts & circumstances surrounding the criminal conduct, age at time of conduct, evidence of good tenancy before and after conduct, nature & severity of conviction and the amount of time that has passed since the conviction. Criminal history which indicates that an applicant's tenancy would constitute a direct threat to the health or safety of other individuals or whose tenancy could result in substantial physical damage to the property of the owner or others may result in rejection of the application.
- ❖ Previous rental history reports from landlords must reflect timely payment, sufficient notice of intent to vacate, no complaints regarding noise, disturbances or illegal activities, no unpaid NSF checks, and no damage to unit or failure to leave the property clean and without damage at time of lease termination.
- ❖ Pets may be allowed based on the property, with approval. A non-refundable pet fee (per pet) will be required, as well as a completed pet application for each pet. The cost for this is \$35 and is conducted through pmigulfhorizons.petscreening.com. An additional security deposit may be required. Medically necessary animals for the benefit of the occupant(s) are permitted with valid documentation from medical or mental healthcare provider. Fees and deposits are waived for medically necessary animals. ***Breed restrictions do apply.***
- ❖ A minimum, non-refundable property preparation fee may be charged to the Resident(s) at time of leasing the property. Other mandatory minimum fees for cleaning, carpet cleaning, rekeying etc. may be charged as per the lease. Resident(s) shall still be liable for amounts for damages, cleaning, re- keying, etc.
- ❖ Applicants will be required to pay a security deposit prior to lease execution in a minimum amount of one month's rent. We reserve the right to require a higher security deposit and/or additional prepaid rent based on your tenant screening results.
- ❖ The number of occupants must be in compliance with HUD standards/guidelines for the applied for unit.
- ❖ We may require a binder deposit to be collected to hold a property off the market. In the event that the application is approved, and applicant fails to enter into a lease, the applicant shall forfeit this deposit. In the event the application is approved, this deposit shall be applied to the required security deposit.
- ❖ Any exceptions to our company's criteria will need to be submitted in writing to the rental agent for presentation to the landlord for consideration. If approval is then given for such exceptions, additional security, co-signers, and/or additional advance rent payments may be required. Your selection will be based on the score you receive on the Tenant Scoring Matrix.
- ❖ Applicants will be required to pay a one-time tenant set-up fee of \$150.00 with move-in funds. This fee is per household and covers tenant portal configuration, lease ordering expenses, and/or an extensive third-party move-in inspection.