



RENTAL APPLICATION GUIDELINES

- **Only applicants/co-applicants with GOOD CREDIT will be considered (Transunion score of 620+)**
- **ALL adults 18 years of age or older need to apply unless they are still considered dependents (e.g. students still in school). Again, ALL non-dependent adults (18+ years old) who plans to reside at the property will be considered an Applicant or Co-Applicant and must follow the application process presented here. No exceptions.**
- A decision is based on an applicant's / co-applicant's):
 - credit history - free of:
 - open non-medical judgments / collection accounts
 - past due debt
 - recent bankruptcies
 - rental history - free of evictions and negative landlord references
 - financial information – including income, liquid assets and debt
 - the rent amount should be no more than **30%** of your monthly household take home pay
 - criminal background check
 - employment verification
 - personal references
- Some properties allow pets. When in doubt, please provide pet information **when submitting a showing request**. Pet approval is at the sole discretion of the property owner and if approved would require a pet deposit in addition to the security deposit.
- All applications must be submitted **online**. The application fee is collected online and is under \$35 per applicant (a straight pass-through charge from the 3rd party screening company - Renting Authority). To gain access to the online application website, send an email to Mark Adcock (mark@markadcockhomes.com) requesting an application. Please reference the property address in your email and send the request **from your personal email** (not your Zillow or Trulia generated email). Also indicate how many co-applicants there are if any.
- After you have submitted your online application, you may be asked to scan (pdf files preferred) and email the following items to Mark Adcock (mark@markadcockhomes.com):
 - A legible copy of a valid driver's license (front side only)
 - Your most recent bank statement for the account that shows your pay as a deposit on that statement which is typically a checking account (I need all of the pages from the statement).
 - Your most recent pay stub(s) or tax return if self-employed.
- **Completed applications are reviewed only after all necessary and/or requested information has been submitted.**