

RENTAL APPLICATION – TERMS AND CONDITIONS

Each adult, 18 years old or older, who will live in the house must complete a separate application. This Agency does not discriminate and will not evaluate rental applications on the basis of race, color, religion, sex, familial status, handicap, sexual preference, national origin, or ancestry. We reserve the right to deny your application. Pre-paid rent and/or last month's rent may be required. Smoking is not allowed in any house or garage. Application expires 30 days after being submitted. This application is preliminary only and does not obligate the Owner or this Agency to execute a lease or deliver possession of the Property.

DOGS: We do not allow certain breeds of dogs or breeds that are mixed with dogs that have violent tendencies. These breeds include, but are not limited to: Akita, Chow, Doberman, Husky, German Shepard, Pit Bull, and Rottweiler.

RENT PAYMENTS: Kellogg Agency tenants pay rent using our **free** online payment system.

First approved application with security deposit and signed lease will be given the house. We cannot hold a property while your application is being processed. Kellogg Agency cannot be held responsible if processing your application is delayed or denied because employment and/or housing referral requests are delayed or not answered.

REQUIREMENTS

- ❖ **PAPER App fee = \$30.00 per adult. ONLINE App Fee = \$25.00 Non-refundable**
- ❖ Rent must start within two weeks (14 days) after application is accepted
- ❖ Security deposit = one month's rent
- ❖ Security deposit is due *within 24 hours* after notice of approval. *Certified funds only.*
- ❖ One *full* month's rent is due at lease signing. *Certified funds only.*

QUALIFIED APPLICANTS WILL HAVE:

- ✓ Credit score of 550 or above
- ✓ Gross monthly income equals 3x rent amount
- ✓ Acceptable debt to income ratio
- ✓ NO unpaid bills or collections accounts for utilities
- ✓ NO unpaid bills, collections, evictions, or judgments for management companies, landlords, etc.

LAST MONTH'S RENT WILL BE REQUIRED IF APPLICANT HAS:

- ✓ Current mortgage
- ✓ Current or past mortgage foreclosure/short sale
- ✓ Credit score between 500 – 550
- ✓ Inadequate housing history

APPLICATION CHECKLIST

Applications for all adults who will live in the property must be completed and turned in at the same time. We cannot begin processing your application until ALL of the following have been received in our office.

- Application fee
- Application form (paper or online) with all blanks filled-in
- 4 current paycheck stubs (or 3 month's current bank statements)
- Copy of driver's license
- Copy of social security card or similar identification
- Pet application and vet records (if applicable)

SAVE \$5.00 – APPLY ONLINE

www.KelloggAgency.com > Available Homes > Choose a House > Apply Now