

NEW TENANT QUALIFYING CRITERIA

We appreciate your client's interest in a Joa Realty property, as we are always seeking good tenants in our homes! We are actively working to provide and maintain the best services possible while you're in our home. Listed below are our common guidelines for applicants. Incomplete application packages will not be processed!

1. Each applicant 18 or over must complete a separate application, dated, signed, and filled out completely. Each application must be submitted with a \$50.00 NON-REFUNDABLE processing fee. (See attached form)
2. Security deposit must accompany any application. All application fees and deposits must be **CERTIFIED FUNDS**. The deposit will only be refunded if the applicant is declined.
3. Each applicant must provide a valid state issued photo identification and social security card along with application. Example: driver's license or government ID.
4. Applicants must have verifiable credit history or have current rental history for a minimum of two years. Applicants must also have acceptable payment history with no past due balances.
5. Applicant's income must be verifiable with the gross monthly income at least 3 times the monthly rent amount. Other income sources must be verifiable with bank statements, recent tax returns, pay stubs, or certified letters. Unverifiable income will not be accepted.
6. Bankruptcy, evictions, and lease violations may require an additional security deposit for approval.
7. Applicants may be denied occupancy for the following reasons, but is not limited to:
 - Incomplete, inaccurate, falsification or unverifiable information
 - Unsatisfactory credit history as determined by Joa Realty
 - Criminal history by applicant or by any other occupant
8. If a pet is allowed, they are subject to an individual non-refundable deposit.
9. If you give any false information during the application process, we may reject this application, retain all application fees and deposits as liquidated damages for our time and expense and terminate your right of occupancy.

