

RICHERS MANAGEMENT INC.
PO Box 5014
Salem, OR 97304
503-315-7115/Office & Fax
MINIMUM RENTAL QUALIFICATIONS

Riches Management Inc. does business in accordance with the Fair Housing Act. No person(s) shall be discriminated against on the basis of race, religion, disability, family status, age, national origin, source of income, or marital status. Our goal is to be consistent and apply all of our criteria and regulations equally to all applicants. Lease holders must be 18 years or older, and able to enter into a legal, binding contract, or rental agreement and meet the following requirements for tenancy:

APPLICATION PROCESS: Each applicant shall be over 18yrs of age and submit a completed application and pay the current screening charge. Acceptance or denial of application may take up to three or four days. Upon acceptance applicants are required to sign all the rental papers and pay the appropriate rent and deposits within 72 hours (3 days). The application fee is \$35 per person and is not refundable.

IDENTIFICATION: At time of application, applicant(s) shall provide current/valid picture ID.

INCOME: Applicants must have a *verifiable* gross income of **at least** 3x the monthly rate of the apartment for which they are applying. Each applicant must qualify independently.

CREDIT WORTHINESS: Credit worthiness shall be determined by a credit report. History of each applicant must be free of evictions, judgments, and bankruptcies.

HOUSING REFERENCES: All current and previous landlord references will be verified. Renting from a relative *does not* qualify as a rental reference. Applicants must have a minimum rental history of 6 mos., and no recorded judgments, evictions or unpaid collections.

EMPLOYMENT: Applicant must have at least one year of verifiable employment, or employment in a related position of 6 months. Income must be verifiable through employer contact, current pay stubs, and/or tax records. Self and non-employment income will be verified through tax records.

LIMITATIONS: Parking is limited to one space per unit with a second space available with approval of manager. There is no available parking for trailers, boat trailers, RV's, large trucks, etc. If your vehicle is illegally parked it will be towed. Tenants must display issued parking tags in their vehicles. Pets are not allowed except for service/companion animals for those with disabilities and with the proper documentations.

ARRESTS AND CONVICTIONS: Applicants with felony convictions within the last ten years will be denied. Any applicant with any of the following misdemeanors within the last 10 years *may* be denied: illegal drug-related conviction, theft, terrorism, sex-related crimes, crimes against a minor, and crimes against a person or property. Any applicant whose occupancy constitutes a direct threat to the health and/or safety of other tenants will be denied.

DEMEANOR AND BEHAVIOR: The behavior and demeanor of applicants during the application process will be considered.

OTHER GROUNDS FOR DENIAL: Any applicant who is a current abuser of, and/or is addicted to controlled substances or has been convicted by a court of law of manufacture/distribution of controlled substances shall be denied. Any individual who provides incomplete or falsified information on an application shall be denied, *or subsequently terminated if tenancy is based upon such falsified information.*

CO-SIGNER CRITERIA: We will accept co-signers as guarantee of tenancy. A larger deposit might also be required.

SECURITY DEPOSITS: The Security Deposit is payable at which time the credit report has been approved. The Security Deposit stays with the property until all residents have vacated and then it is refunded to those remaining residence *unless otherwise indicated in writing.* This security pre-payment **will not be refunded if applicant does not take possession of the unit.**

I UNDERSTAND AND ACCEPT THESE QUALIFYING STANDARDS. I UNDERSTAND THAT FALSIFICATION OF INFORMATION WILL BE GROUNDS FOR DENIAL. RICHERS MANAGEMENT RENTAL CRITERIA ARE THE GUIDELINES WE USE WHICH ENABLE US TO ACCEPT AS PROSPECTIVE TENANTS THOSE INDIVIDUALS WHO ARE CREDIT WORTHY, DO NOT HAVE A CRIMINAL BACKGROUND, AND DO NOT POSE A THREAT TO OUR CURRENT TENANTS.

APPLICANT SIGNATURE

DATE