



INVESTMENT | REAL ESTATE | MANAGEMENT

APPLICANT QUALIFICATION CRITERIA

Welcome to I & R Management, Inc.

Please review our list of criteria below. If you feel you meet the criteria, please visit our website at www.iandrmgmt.com and complete our online application. In order to ensure the timely processing of your application to rent, please make sure you have completed all of the following:

- A completed and signed application from all proposed occupants over the age of 18 is required. All lines must be filled in. Missing information will delay your application. Negative findings may cause an application to be denied; False documentation or failure to disclose material information is grounds for denial of an application.
- A \$30.00 application fee (paid online) for the purpose of running credit and eviction reports is required with each application. If you are not approved, we will return the application fee.
- Picture identification is required. Submit either a Driver's license or State Issued ID- Copy of I.D. attached.
- Social security number listed- Copy of card attached.
- Complete present/past addresses listed with city and zip codes.
- Complete present/past owners and managers name and telephone numbers- we require favorable residence history and must be verifiable from unbiased sources.
- Complete present/past employers information listed- proof of verifiable gross monthly income equal to two and a half times (2.5x) the amount of rent; Proof of income attached (current pay stubs, tax records and bank statements).
- Credit report rating of good to excellent. Credit scores below 650 may disqualify your application.
- Evictions are unacceptable- This includes eviction in which you were named as a defendant but in which the record may have been sealed.
- We require that you have no criminal history of any type of crime that would be considered a threat to real property or that ability of other residents to peacefully enjoy the premises.
- Include the apartment address and unit # you are applying for on the application.
- If we cannot obtain a rental history, applicants need to provide 12 months of proof of payment to their previous landlord.

Only by having a complete application with the requested documents can we make sure your application will be processed in a timely manner. Please contact Allina or Carmen at 818.985.3400 for any leasing questions.

*Thank you for your interest in leasing with
I & R Management, Inc.*