

# Rental Application Policy

Thank you for your interest in renting a property with The Elliott & Eijo Group at S&D Real Estate Services. In order to best serve you, we feel it is imperative that you are made aware of, and fully understand our application policies and procedures.

Before you apply for the home, read the following information carefully concerning the approval process. If you have any questions, contact our office at [info@mylakelandhome.com](mailto:info@mylakelandhome.com) during business hours. Monday to Friday 9am to 5pm EST.

The Elliott & Eijo Group at S&D Real Estate Services fully complies with the Fair Housing Law. We do not discriminate against persons because of race, religion, sex, sexual orientation, handicap, familial status, national origin or age. We also comply with all state and local fair housing laws. Approval is based on Seven factors:

1. Identification Verification
2. Credit History & Verification
3. Rental History & Verification
4. Income History & Verification
5. Employment History & Verification
6. Criminal Background & Terrorist Database Search
7. Pet Criteria application through  
<https://www.petscreening.com/referral/XE5tGN3liSHB>

It is the policy of this management company that applications must be complete, and all fees paid prior to submission for consideration. All completed applications are processed daily (Mon-Fri). The management company reserves the right to accept multiple applications for the property and will make its choice on the most qualified candidate. All applications for the same property may be submitted to owners for final decision if management deems it necessary.

## An application will contain:

1. The Elliott & Eijo Group at S&D Real Estate Services Residential Lease Application; (One for each individual 18 years and older)
2. \$65 Application fee for each individual over the age of 18 who will be residing in the residence.

## Required Supportive Documentation:

1. Valid Driver's License or other Photo ID for each Residential Lease Application submitted
2. Verifiable Proof of Income (Min. 2 months of paystubs or 2 years of tax returns if self-employed/1099 & bank statements)
3. Completed Pet Screening Profile (Applicable if pets are being considered)

# General Rental Criteria

- Applicants will be selected based on the overall grading of your cumulative tenant screening results which include Rental Verification, Income, Credit History, Criminal History.
- Two (2) years of rental history or home ownership is required with no history of any damage to the residence, an outstanding balance due to a previous landlord, no previous complaints regarding noise, disturbances, illegal activities or failure to leave the property clean and without damage at time of lease termination.
- Applicants will be required to pay a minimum security deposit of 1 month's rent within 48hrs of lease preparation. We reserve the right to require a higher security deposit and/or additional pre-paid rent based on your cumulative tenant screening results.
- Previous Evictions will not be accepted under any circumstance.
- Combined Verifiable Gross Income: Minimum of 3 times the rent charged on the residence as well as at least one (1) year at current job/verifiable income. Self employed applicants are required to provide 2 years of tax returns or 1099's as well as bank statements.
- Criminal Background Check: Residency may be denied due to criminal history.
- Credit history cannot have any outstanding balances to a landlord or utility company or active bankruptcy that has not been discharged.
- Residency may be denied due to poor credit history. Contingent on your credit score, an additional Security Deposit will be required.
- Number of occupants must be in compliance with HUD standards/guidelines for the applied unit.
- Multi-family / Roommates: Multi-Family residency and/or roommates are not permitted.
- Co-Signers will not be accepted.
- Section 8 vouchers are currently not accepted.

**Renters Insurance:** The Elliott & Eijo Group at S&D Real Estate Services requires you to have Renters Insurance.

**Non-Disparagement Clause:** You will be required to sign a Mutual Non-Disparagement Clause with your lease. This Clause protects yourself and The Elliott & Eijo Group at S&D Real Estate Services from disparaging comments, verbally or in writing that could be injurious to business, reputation, property or disparaging comments which are false.

**Upon Approval:** The applicant(s) will be notified by phone, email or both. Once your application has been approved, you will have 24 hours to submit the required Security Deposit to secure the property and sign the lease once it has been sent to take the property off the market. If the lease is not signed within 48 hours of being sent, The Elliott & Eijo Group at S&D Real Estate Services reserves the right to process or consider any other approved applications.

**Property Condition:** Applicant is strongly encouraged to view the property prior to signing any lease. Landlord makes no express or implied warranties as to the property's condition. Should Applicant and Landlord enter into a lease, Applicant can request repairs or treatments (see question section below).

**Sight Unseen Addendum:** If any lease holders have not physically seen the property prior to a lease being signed, a "Sight Unseen Addendum" will be required to be signed by all lease holders.

**The Elliott & Eijo Group at S&D Real Estate Services, is an Equal Opportunity Housing Company. Our staff members adhere to a strict Code of Ethics and to Federal & State Fair Housing Law.**

## Criminal Background Criteria

### **Disqualification from Residency For 7 Years After the Completion of Their Sentence (Convictions ONLY)**

- First through Third Degree Murder
- First Through Third Degree Assault
- Kidnapping
- First Through Fourth Degree Criminal Sexual Conduct
- Arson
- Harassment and Stalking
- Second Degree Manslaughter
- Criminal Vehicular Homicide or Injury
- Simple or Aggravated Robbery
- Any Felony Drug or Narcotics Convictions
- False Imprisonment
- Carrying a weapon without a permit or any other weapons charge
- Felony Theft
- Felony Forgery
- Felony Burglary
- Terrorist Threats
- Felony Controlled Substance
- An Attempt to commit one of the above crimes
- A Conviction in another jurisdiction that would be a violation of the above crimes

### **Disqualification from Residency For 5 Years After the Completion of Their Sentence (Convictions ONLY)**

- Non-Felony Violation of Harassment and/or Stalking
- Fourth Degree Assault
- Any Misdemeanor Drug or Narcotics Conviction
- An Attempt to commit one of the above crimes
- A Conviction in another jurisdiction that would be a violation of the above crimes

# Pet Policy

The Elliott & Eijo Group at S&D Real Estate Services follows the orders of each individual owner and the acceptance of pets are on a case by case basis. Pet Screening Profiles are required for all animals looking to be accepted in one of our properties. Pet Screenings can be completed by going to:  
<https://www.petscreening.com/referral/XE5tGN3liSHB>

## Pet Restrictions

1. Your pet must be one year of age or older.
2. Breed Restrictions: Pit Bull Terriers, Staffordshire Terriers, Rottweilers, German Shepherds, Presa Canarios, Chows Chows, Doberman Pinschers, Akitas, Wolf-hybrids, Mastiffs, Cane Corsos, Great Danes, Alaskan Malamutes, Siberian Huskies.

The Elliott & Eijo Group at S&D Real Estate Services reserves the right to have any pet removed from the property if it is determined that the pet poses a threat to the safety or condition of the property or any people in the property or community.

The Elliott & Eijo Group at S&D Real Estate Services charges pet fees for each pet with a maximum of two pets. Our Standard Pet Fee for pets is \$250.00 per pet and Farm / Exotic Animals are on a Case by Case Basis.

# Renters Insurance

## What A Resident Needs to Know

We require our residents to have renters insurance with a liability component minimum of \$100,000. You may choose any insurance company that you wish, however our company does offer insurance through our insurance provider which can be purchased through your tenant portal. Having renter's insurance will meet your lease requirement and also provide protection for your personal belongings from theft or damage.

Lease Insurance Policy Coverage Requirement: \$100,000 Legal Liability for damage to property.

The coverage provided by our resident liability program meets the minimum insurance requirements of your lease. The policy covers only your legal liability for damage to the property (covered losses include fire, smoke, explosion, water damage or backup or overflow of sewer, drain or sump) up to \$100,000.

Please Note: You are under no obligation to participate in our resident liability insurance program. You may satisfy the lease minimum insurance requirement by obtaining and maintaining (during the duration of the lease) a personal renters insurance or liability insurance policy from an insurance agent or insurance company of your choice and providing proof of coverage (adding S&D Real Estate Services as an additional interest on the policy and providing us a copy of the declarations page).