

Thank you for considering a rental property with Iron Creek Properties! We screen our applicants carefully, and we completely verify all information provided to us before making a determination on your application. This screening and verification process is used for every applicant in a fair and consistent manner. Iron Creek Properties follows all Fair Housing Regulations and Guidelines.

General Application Process:

1. View property with Listing Agent or Property Manager.
2. Fill out and pay for a COMPLETE application online at www.ironcreek.org.
3. Wait 24-72 hours for screening results (income, credit, criminal, etc.) to come back.
4. If approved, sign lease and pay security deposit within 24 hours of Approval Notification.

Required Income Levels to be Approved:

Your COMBINED MONTHLY INCOME divided by THREE will equal your MAXIMUM ALLOWABLE RENT. If you make \$3,000 (three thousand) per month as a household, your maximum allowable rent will be \$1,000 (one thousand) per month. We must be able to verify this income. If you cannot provide proof of traditional income, at a minimum you must have cash on hand equal to 36 months of the rent. If you are self-employed, retired or on disability, you must be able to provide alternate sources of documentation such as bank statements, tax returns or proof of disability income.

Other Items We Consider:

We also look at open-tradelines and credit score, a national criminal background and sex offender registry search, and rental references if you've been a tenant recently with another landlord or management agency. We require no debts owed to previous landlords or management agencies, no debts owed to utility companies, and no recent bankruptcy. We weigh credit scores against the other portions of the application to make a fair determination for each applicant. We require zero activity on the sex offender registry for any applicants and will deny applicants convicted of violent crimes such as domestic violence, armed robbery, assault/battery, as well as financial crimes such as check fraud and larceny, etc. We also look for a positive reference from your current landlord (if applicable). If you have a question about any of these requirements, please speak with the Property Manager BEFORE you submit your application.

Will You Need a Co-Applicant?

If you don't meet the income requirements above, have insufficient rental history, are unemployed, or have unsatisfactory credit, you may still be able to be approved with a qualified co-applicant. The co-applicant must be approved through our standard application process. A qualified co-applicant does not guarantee you will be approved.

Is My Application Fee Refundable?

NO. This includes all adults 18 years of age and older, spouses and co-signers. Once submitted, all application fees become non-refundable for any reason. If you have any circumstance that would make you question whether or not you will be approved, please bring it to our attention PRIOR to submitting your application(s) and fee(s). A valid Social Security Number and a valid state photo ID must accompany the application; failure to provide either is grounds for denial. Should your employer or other reference require a fee for verification you will be responsible for payment directly to the source.

More Details About Your Application:

1. Applications are dated and time stamped and are processed on a first come first served basis. It may take up to 72 hours to process. If there is currently an application on the home you are interested in, you may submit a backup PAPER

application which will not be processed unless the first application is denied. Call the Leasing Agent at (828) 712-9856 or email info@ironcreek.org for more details.

2. Incomplete applications will not be processed. You have 24 hours to provide the missing information or risk being denied.

3. We will not accept an application on a property if you have not physically viewed the property. **NO SIGHT-UNSEEN APPLICATIONS ALLOWED.**

4. Approved applicants have 24 hours to sign a lease and pay the security deposit. Your first month's rent must be paid prior to move in. **MOVE-IN FUNDS MUST BE PAID BY CERTIFIED FUNDS.** This means Cashier's Checks or Money Orders.

Security Deposits: (May be refundable at the end of tenancy). Our standard security deposit is equal to 1.25 months' rent. If you are renting a property for \$1,000 (one thousand) per month, your Security Deposit will be \$1,250 (one thousand two hundred fifty). **THIS IS NOT TO BE USED FOR RENT.**

Pet Deposit: Our standard pet deposit is \$250 PER PET. This deposit increases to \$300 for puppies/kittens. Some properties have restrictions on pets, please ask before applying. All pet deposits, regardless of amount, are refundable at the end of your tenancy provided the pet did NO damage.

Rent: Your first rental payment is due no later than the day you pick up the keys and move in. This money is to be delivered via **CERTIFIED FUNDS ONLY.** If you are moving in on a date other than the rent due date, your first month's rent will be prorated. If there are less than 15 days in the month remaining, you must pay the first month's prorated rent-due PLUS the full following-month rent-due.

Example: If you move in on April 18th you will owe prorated April rent PLUS full May rent at move-in.

Your signature on the application means you have read and understand this information. You attest that you have made an on-site examination of the premises. Unless agreed to in writing the home is being rented in cosmetic AS-IS condition. If the unit is occupied when you submit this application we cannot promise cosmetic upgrades. At move in you will complete an Inspection Form to notate cosmetic deficiencies for your protection at move out as well as any items needing repair that are not performing the function intended. Once turned in, we will submit a service request for any necessary repairs.

Thank you for your diligence in reading these terms. We appreciate your business and look forward to long-lasting, healthy relationship.