



APPLICANT SCREENING POLICIES Thank you for considering Pioneer Property Management for your rental needs. We hope we can assist you in finding a rental; the following items will be followed for the screening process. If any applicant fails to pass any step the process, all applicants may be terminated and the application denied.

A. Please fill out the application completely. All applicants must provide accurate landlord and other phone numbers; occupancy shall be limited to two people per bedroom. Anyone over 18 years of age must be listed as an applicant and sign the application. A non-refundable move-in fee will be charged. This fee is to defray the costs of turnovers (i.e. lease initiation, data entry, mailings, accounting/clerical costs, tenancy inspections, advertising, etc.) Legibility is a must, or applications will not be processed.

B. Applicants that have not lived together/have references together and/or worked in the area for at least 6 months shall: A. Pay an additional deposit.

C. Social Security and driver's license numbers: Please provide verification of these numbers for each applicant by: 1. Providing visual verification to the person taking the application. 2. Provide a legible photocopy of the above. 3. Provide an Oregon picture identification card if you do not have a driver's license. Out of state drivers licenses must be current.

D. Demeanor: Applicant's demeanor (attitude and behavior) during the screening process will be considered.

E. Income: The income shall be three times the stated monthly rent. Applicant/s shall provide verification of source, stability and amount of income. Acceptable items for proof of income shall be pay stubs or tax returns.

F. References: All previous and current landlord references and personal references must be correct and verifiable. We will make up to three attempts to verify your references. Any negative reference may result in application denial.

G. Judgments/Collections: The landlord will conduct a search of civil court records for each applicant. Applications may be denied for FEDs, convictions, unsatisfied judgments, misdemeanors or felony convictions.

H. Credit Check: A credit check may be run. Pioneer Property Management may factor in credit worthiness as associated with payment history in determining prospective tenants risk assessment.

Any information provided (verbal or written) that is incomplete, inaccurate, negative, unverifiable, or falsified shall be grounds for the denial of the application or subsequent termination of tenancy. Applicants may be liable for any loss or damages resulting from false information.

All deposits and move-in costs are to be paid by credit card, money order or cashier's check.

Application Fees of \$35 per applicant are due upon delivery of the application(s) to Pioneer.

Information listed here or given by Pioneer is deemed reliable but not guaranteed, any tenants or prospective tenants should see both the inside and outside of the property and then decide if the property is right for you. Photos may be of a like unit