



LEASING CRITERIA AND PET POLICY

APPLICATION FEES ARE NON-REFUNDABLE

Please read this document carefully before applying

All applications should be submitted online at
<https://qmr.managebuilding.com>

Please call before submitting applications online to ensure no other applications have been received.

Thank you for applying with Quantum Merit Realty. We are committed to equal housing and fully comply with the Federal Fair Housing Act (FFHA). We do not discriminate against persons of Race, Color, Religion, Sex, Handicap, Familial Status, National Origin, or Age.

We encourage and support a program in which there are no barriers to obtaining housing because of Race, Color, Creed, Age, Marital Status, Physical or Mental Disability, Religion, Sex, Handicap, Familial Status, or National Origin. Our staff members adhere to a strict Code of Ethics and to the Federal Fair Housing Law.

To best serve you, we feel it is imperative that you are made aware of and fully understand our application policies and procedures.

ALL APPLICATIONS WILL BE COMPLETED ONLINE; NO PERSONAL CHECKS OR CASH ARE ACCEPTED.

This company's policy is that applications must be completed and all application fees paid prior to submission for consideration. All completed applications are processed Monday through Friday from 9 a.m. to 4 p.m. All approved applications for the same property are submitted to the owner for a final decision. Processing can take 2-3 business days to complete. Incomplete applications can't be processed in a timely manner, and the property is not held off the market.

You must commence the lease within 14 Days of approval when applying for a property. If the property is unavailable within 14 days, the lease will commence on the date it is first available. If the unit is vacant, we cannot hold the home rent-free without a lease agreement longer than that time.

IDENTIFICATION: Each applicant must provide a copy of a legible legal government-issued photo identification.

PREPARATION FOR APPLYING: Have ready to upload, and or fill out completely, Provide Valid Photo Identification, at least 2 last residences landlord contact information, Employer and previous Employer NAME, CONTACT, START DATE, INCOME. 2 Months of income verification. IF Applicable- Pet photos and vaccination records.

Leasing Criteria

Income Verification:

1. Income should be at least three times the rent in gross monthly income and verifiable from an unbiased source such as: applicant's pay stub, tax forms including W2 or 1099, or a job offer letter submitted on company letterhead and signed by applicant accepting the position.
 - a. Applicants must provide contact information for the HR Department, the name of their department head or direct supervisor, and the main business telephone number.
 - b. The applicant's employment history should reflect at least 6 months with their current employer. Transfers or relocations must have correspondence showing an accepted job offer. The applicant must pay any verification fees required by the employer.
 - c. Self-employed individuals must verify income through a CPA prepared financial statement, or a copy of your current and previous year's tax returns filed with IRS and two most recent bank statements.

Rental History:

1. Applicants are responsible for providing information, including the names, addresses, and phone numbers of Landlords with dates of tenancy for the previous two years.
2. Mortgage payment history will be considered if you owned rather than rented your residence during the previous 2 years.
3. No forcible detainers (evictions) in the past 3 years.
4. No history of any damage to previous residences or an outstanding balance due to previous Landlords.

Credit History:

Quantum Merit Realty works with all applicants on a case-by-case basis concerning credit.

1. A minimum credit score of 620 will be considered for processing. Scores below 620 may be considered, with the understanding that an additional security deposit may be required.
2. Any outstanding debt to a prior landlord may result in the denial of your application.
3. Past-due child support will result in the denial of your application.
4. Credit history must show that the resident has paid bills on time and has no history of debt write-offs or accounts that have gone into collections. Residency may be denied due to poor credit history, or an additional security deposit may be required.

Criminal History and Background Check:

We will check local and national criminal databases for all occupants 18 years of age and older. We do not rent to any person required to register as a sex offender. Criminal backgrounds involving violent crimes, prostitution, domestic violence, and/or the possession of weapons or illegal substances are all grounds for denial of an application. An exception may be for the type and or age of the offense; please provide details to your Application and Leasing Agent. Failure to disclose any criminal history may be grounds for denial of an application.

Smoking notice to ALL applicants:

NO SMOKING is permitted inside the home or garage.

PET POLICY

Rental Criteria for Pets:

Policies on pets vary from property to property. Certain owners do not permit any pets, while other owners may permit only a specific pet type, age, size, and quantity. Please refer to the MLS listing for which you are applying or discuss it with the Listing Agent. The following guidelines apply:

1. No puppies allowed. Dogs must be 12 months of age or older.
2. No cats are allowed.
3. All pets must be licensed, and current Vaccination records must be submitted with photos of pets at the time of application.
4. No aggressive or mixed aggressive breed dogs will be accepted.
5. No aquariums larger than 10 gallons are allowed.
6. No ferrets, reptiles, or rodents of any kind are permitted as pets.
7. All birds must be confined in cages and not allowed to reside outside their cage.
8. **A \$500 deposit for each pet and \$25.00 per month pet rent per pet.**

9. Rental Applicants with ANY pets, including any service/Companion/assistance animals, are required to submit a per-pet application through <https://qmr.petscreening.com> as part of our rental application process. FEES APPLY
10. Special consideration is given to dogs that assist tenants with special medical needs, provided medical documentation is submitted.
11. If no pets are disclosed on the application, the Landlord has the right to refuse accepting future or undisclosed pets.
12. Please note that this is what our Property Owner's Homeowner's Insurance Companies will not allow. If they do a property inspection and find that a tenant has one of the below-listed dogs, the Homeowner's Insurance will drop them immediately from coverage, and be cause for immediate Request for removal of animal, fines and or Eviction.
13. Tenants may be evicted for misrepresenting any type of dog or for possessing any poisonous, dangerous, endangered species, or otherwise unauthorized animal. Our animal policies are strictly enforced and can be grounds for eviction.

The following pet policy applies to all potential applicants & existing tenants wishing to obtain a pet. Please consider the following breeds full or mixed breeds as "Unacceptable". Dogs will be rejected if they are full or partially of the following breeds, or appear to be of the following breeds:

Pit-bull Terrier	Akita – Including Japanese Akitainu
American Bull Dog	Doberman Pinscher
Bull Terrier	German Shepherd
Staffordshire Terrier	Alaskan Malamute
Presa Canario	Chow Chow
Rottweiler	Wolf Hybrids
Bernese - including Mountain Dog, Berner Sennenhund & Bernese Cattle	Mastiffs – including Anatolian Shepherd, Dogue de Bordeaux, Neapolitan, Tibetan, English, Spanish & Bullmastiff
Husky - including American, Eskimo, Siberian & Greenland	Any dog with a biting history

Additional breeds will be declined due to size restrictions. These breeds include, but are not limited to: Saint Bernard, Great Dane and Great Pyrenees.

Upon Approval

The applicant will be notified by phone, email, or text.

1. After the application has been approved, the applicant has 48-72 hours, depending on the business day, for bank payment transfers to submit deposits and sign the lease to secure the property and take it off the market. If the lease is not signed within the allotted time, Quantum Merit Realty will withdraw the approval, process the next application received, or consider any other approved applications.
 - a. Security Deposits and relevant lease fees (required within 48-72 hours)
 - b. First full month's rent (due on or before your move-in date)
 - c. Pet rent (due on or before your move-in date)
 - d. Prorated rent (it will be due the 1st of the following month)
2. Tenant(s) understand they must maintain a personal renter's liability insurance policy for as long as they are under a lease obligation. Proof of renters insurance is required before move-in. Tenants must maintain \$100,000 liability coverage for non-animal owners and \$300,000 liability coverage for animal owners. Renter insurance policies can not exclude animals.
3. Utility connection Information will be given as applicable per property before move-in. Utilities must be connected in the tenant's name before receiving the keys.

Errors and Omissions: Every effort has been made to provide applicants with reliable and accurate information regarding the home you are applying for; however, changes can and do take place to cause inaccurate information to be accidentally presented. Before signing a lease agreement, we encourage all tenants to verify Schools, Allowable Pets, expected features, and any HOA concerns. Any information posted in the MLS advertisements does NOT constitute a written agreement or guarantee of the facts stated.

I ACKNOWLEDGE RECEIPT, UNDERSTAND, AND AGREE TO THE LEASING CRITERIA AND PET POLICY ESTABLISHED BY QUANTUM MERIT REALTY.

Applicant

Applicant