



PEABODY  
RESIDENTIAL

## Finding the Best Qualified Tenant

This is one of the most important aspects of the successful management of rental property. We look at an applicant's past behavior and assume their future behavior will be the same. An applicant must demonstrate a history of being a good, responsible tenant as well as meeting our financial criteria.



- **APPLICATION** - After a prospective tenant has been shown a property and has expressed a desire to lease it, our Rental Application must be submitted. We require several supporting documents along with the application to help us verify information included on the application. They also must pay an application fee as part of the application.
- **SCREENING** - We utilize our software credit, background, eviction and criminal screening services as well as our own efforts to collect information needed to confirm and process the application.
- **LANDLORD VERIFICATIONS** – We utilize public information, tax records and other research and verification.
- **SCORED RETAIL CREDIT REPORTS** – Tells us the applicant's current and past performance in meeting their financial obligations. It also tells us their monthly debt and shows their previous addresses (which we compare to addresses listed on the application). An applicant must have acceptable credit to qualify.
- **EMPLOYMENT / INCOME VERIFICATIONS** - They verify job title, job status, salary and prospects for continued employment. An applicant needs to earn at least 3 to 4 times the monthly rent in gross income to qualify for rental.
- **EVICTON & CRIMINAL REPORTS** – This additional application screening process helps provide us with criminal background checks. This is a level of scrutiny that most other property management companies do not perform.

If accepted, the applicant's in-processing includes a lease, lease signing, collecting pro-rated rent, and providing the tenants with a copy of any association documents needed for disclosure and instruction on rules and regulations associated with the property and community.

