



Applicant Screening Criteria

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.

What you will need to apply:

1. Completed application for each adult, with all blanks completely filled out.
2. Positive identification with a photo
3. Copy of Social Security Card
4. Copy of a current pay stubs, W2, or a letter of employment for all employed adult applicants
5. A photo of any and all pets that are being considered for the property

A. 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.)

B. Applicants that have not lived together or have had rental history together and/or worked in the area for at least 6 months shall:

1. Pay an additional deposit for each applicant or
2. May be required to have a co-signer

C. Cosigner: A qualified cosigner is someone who:

1. Fills out the cosigner sheet completely.
2. Provides proof of source, stability and amount of income.
3. Income shall be three times the rent amount.
4. May be required to sign the rental agreement.
5. Must also own property in Oregon.

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

E. 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.

H. 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.

I. 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.**