



675 West Moana, Suite # 102, Reno, NV 89509  
ActionPropertiesNV.com  
(775) 323-0404

## **Action Properties, Inc. Rental Criteria, Terms, and Conditions**

### **QUALIFICATION AND APPLICATION REQUIREMENTS**

Thank you for your interest in Action Properties, Inc. To assist you with your decision on your new residence, please review the guidelines that we use to qualify residents before completing your rental application. Please note that these are our general rental guidelines; nothing contained in these guidelines constitutes a guarantee or representation that all residents and occupants currently residing in one of our units have met these guidelines. This document provides a general overview of our guidelines and screening requirements shown below and may not include all criteria checked by the background screening company. Requirements are subject to change without notice.

#### **PLEASE READ BEFORE APPLYING:**

1. Application fees cover the cost and administration for running individual background and credit checks.
2. Applying to Action Properties, Inc. does not guarantee approval, nor does it constitute a lease for the property which you applied.
3. Only if approved will you be given the opportunity to pay a deposit and sign a lease.
4. The application process is run on a first come, first serve basis. We continue to accept applications until one applicant has completed all steps and reserved the property by paying the security deposit.

#### **FAIR HOUSING**

It is Action Properties, Inc. policy not to discriminate against any person because of that person's race, color, religion, sex, national origin, familial status, handicap, ancestry, sexual orientation or gender identity or expression. You may ask Action Properties, Inc. to consider any reasonable accommodation or modification you need because of a disability.



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## **OCCUPANCY GUIDELINES**

To prevent overcrowding and undue stress on plumbing and building systems, we restrict the number of people who may reside in a property. The following occupancy standards apply based on 2 persons per bedroom, plus one per home. 1 Bedroom = 3 Persons; 2 Bedroom = 5 Persons; 3 Bedroom = 7 Persons. In determining these restrictions, we adhere to all applicable Fair Housing laws.

## **SCREENING POLICY**

**Age** – All Applicants who will be responsible for paying rent must be listed as tenants on the lease, be 18 years of age or older, and pay the nonrefundable Application Fee (\$45 per person except as prohibited by law). All occupants 18 years of age or older who will live in the property, but will not be responsible for the rent, must be included on the Application, pay the nonrefundable Application Fee (\$45 per person except as prohibited by law) and are required to be listed on the lease as occupants. Occupants who are younger than 18 years of age at the time that you complete the Application do not need to pay the application fee, but are required to be listed on the lease as occupants.

**Credit Check** – As part of the application process, we will run a credit report on all applicants to verify credit worthiness. Credit checks are currently run through the Experian Credit Bureau. We require a minimum average combined credit score for all Applicants of 580 or above (for example, if one applicant's score is 610 and the other applicant's score is 560, the combined average credit score is 585). We do not disqualify applicants that have no credit history, however we will increase the security deposit amount to compensate for the lack of credit history.

Please note: If your credit history shows derogatory information, but still falls within our established risk guidelines, you may be required to pay up to two times the amount of rent in security deposit.

**Criminal Background Check** – A criminal background check will be conducted for each applicant and occupant aged 18 years or more. A conviction for the illegal manufacture or distribution of a controlled substance is cause for an automatic denial of an application. Criminal convictions relating to violent acts, sexually based crimes, crimes of dishonesty or breach of trust or matters of similar nature or severity may be cause for denial of an application. In addition to the nature and severity of the conviction, Landlord will consider factors including, without limitation: the amount of time that has passed since the relevant conviction and whether such conviction could reasonably be deemed to be indicative of a potential risk to safety and/or property.



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Income – Our standard income approval requires applicants to provide proof of verifiable gross household monthly income of at least 2.5 times the rental amount. Standard approval applicants will only need to pay security deposit and first month's rent prior to move-in.

Please note: Conditionally approved applicants will require payment of a larger security deposit and first month's rent, prior to move-in).

Rental History – Your rental history must be satisfactory. If you have been evicted for non-payment of rent in the last seven years, your application will be rejected.

Guarantors – A guarantor will be required for applicants who cannot provide proof of verifiable income, but otherwise meet all other application requirements. Guarantors must meet the following requirements:

1. Credit – Credit score of 700 or higher
2. Income – Income is at least 4 times the monthly rent and charges.

Guarantors are restricted to family members who assume responsibility for all payments pursuant to the Lease.

Pets/Animals – You are required to disclose in your application all pets that will reside in the property. Pets will be approved on a case-by-case basis at management's sole discretion in addition to a weight limit of 35lbs per pet.

1. Pets are subject to a one-time non-refundable fee of \$200 per pet and \$150 pet deposit per pet due at move-in, except as prohibited by law. The pet fee and deposit do not apply to service animals or for small caged animals.
2. A service animal is any animal that assists a person with a physical or mental impairment/disability. A service animal is **not** a pet. Please provide Service documentation to management for any service animals.
3. A resident may not keep more than two 30-gallon or larger aquariums in the home.
4. Applicants must provide a photograph, Washoe County Animal License (when applicable) and veterinary records showing that vaccinations are current for each pet and service animal.
5. Resident(s) will abide by the rules and regulations of any applicable Homeowners' Association (HOA) as it relates to pet and breed restrictions, including but not limited to nuisances (i.e barking, excessive pet waste, etc.).

Smoking Policy – Smoking is strictly prohibited inside any unit.



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### **AUTOMATIC CAUSES FOR DENIAL**

Action Properties, Inc., bases our decision on standard criteria including rental and credit history, ability to pay rent and background check results. Action Properties, Inc. will deny applicants for any of the following:

- Prior Evictions within seven (7) years of application
- Average combined credit score for all Applicants is below 580
- Identity cannot be verified
- Income cannot be verified
- No open bankruptcies or bankruptcies within past five (5) years
- Insufficient income – Verifiable gross household monthly income of at least 2.5 times the rental amount.
- Any landlord collection in the past seven (7) years
- Overdue debt, including balances on outstanding civil judgments (does not include student loans or medical bills/debt)
- A conviction for the illegal manufacture or distribution of a controlled substance, or crime violent in nature, and sexually based crimes.
- Registered Sex Offenders
- Misrepresentation(s) or falsifications of application

I acknowledge I have read, and received these Rental Criteria, Terms, and Conditions:

\_\_\_\_\_  
Signed:

\_\_\_\_\_  
Date: