DANA MANN PROPERTY MANAGEMENT
TENANT SELECTION POLICY

1. All applicants must be of legal age (19) to sign a contract.

2. Rental payments must not exceed 30% of gross monthly income.

3. Applicant(s) must have one year of continuous employment in the same field.

4. Applicant(s) must have one year of non-family landlord history that can be verified.

5. Applicant(s) must pass an Experian credit check.

6. Applicant must have a valid social security number or official proof of identification.

7. If applicant has insufficient employment history, landlord history, or insufficient credit history, a co-signer may be considered.

8. Applicant(s) and occupants are subject to a criminal background check.

9. If applicant has questionable credit history, but meets all of the other above criteria, another party who also meets the above criteria and has an excellent credit history, may rent the apartment for them.

10. If negative information is found in any category above, the applicant is subject to denial.

11. It is our policy to provide apartments to prospective residents without regard to race, sex, color, religion, national origin, familial status, or handicap.

12. Number of occupants per apartments

1 Bedroom	2 Occupants
2 Bedrooms	4 Occupants

13. If a student, they must pay one year in advance, or provide proof of sufficient income (financial aid, student loans, etc), or have someone rent the apartment for them.

14. **Verify the application has been signed on front and back. A deposit and application fee (where applicable) must be collected with the application.**