



Choice One
Property Management

519 S. Riverside Avenue
Medford, OR 97501
Phone: 541-622-8270
FAX: 541-622-8264
www.ChoiceOnePM.com

RENTAL APPLICATION (R-6-1-12)

****No Smoking Allowed in ANY Home****

APPLICATION SCREENING POLICIES AND FEE DISCLOSURES

APPLICATION POLICY - We offer an application to anyone who requests one. We review completed applications in the order in which they are received. We may require 2-5 business days for processing.

APPLICATION REQUIREMENTS: ONE APPLICATION FOR EACH ADULT. We do not process incomplete applications. We accept the first qualified applicant. ***Each adult applicant requires a non-refundable processing fee of \$40.00.*** We require a copy of your photo identification.

PRIOR RENTAL HISTORY

- * We require three years' rental history. If you are related by blood or marriage to one of the previous landlords listed, or your rental history does not include at least one previous landlord, we may require additional deposits.
- * **It is your responsibility** to provide us with the necessary information including phone numbers to contact references.

SUFFICIENT INCOME/RESOURCES AND EMPLOYMENT

- * Net household income should be two and a half to three times the rent amount
- * Income must be verifiable through pay stubs, employer contact, bank, or tax records
- * Other income must be verifiable through bank statements or tax records.
- * We require verifiable employment of two years.

CREDIT/CRIMINAL/PUBLIC RECORDS CHECK

- * A credit check and/or a criminal/public records check will be performed.
- * Negative reports require additional deposits and may result in denial of application
- * **SECTION 8 Housing Authority of Jackson County - HAJC.** Housing Works applicants may be required to sign a form allowing the Housing Authority to verify information from your file.

IF MOVE-IN DATE IS ON OR AFTER THE 25TH OF THE CURRENT MONTH, THE PRO-RATED AMOUNT PLUS NEXT MONTH RENT WILL BE DUE AT MOVE-IN DATE.



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Security Deposit Guidelines

*Base Deposit = Rent + \$200

*Pet Deposit is an additional \$250.00 minimum/per pet

Inadequate Credit/Rental/Employment History

*One item = Base Deposit + \$200.00

*Two items = Base Deposit + \$400.00

*All three items = 2 x's rent + \$100.0

Non-Compliance Fee Schedule (per occurrence)

* Late charge/fee: \$50.00

* Dishonored check (NSF): \$35.00 + late fee

* Smoke alarm/CO alarm tampering fee: \$250.00

* Parking violation: \$50.00

* Failure to clean up pet waste or garbage: \$50.00

* Unauthorized pet: \$50.00

* Late payment of utility owed to owner: \$50.00

* Failure to pay utilities: \$50.00

* Unauthorized roommate: \$50.00

* Smoking violation: \$150.00

* Non-removal of satellite dish upon vacating property: \$100.00

YOUR APPLICATION MAY BE DENIED IF:

- * You misrepresent any information on the application and false information is discovered after the rental agreement is signed.
- * In the past you have been convicted of the manufacturing or distribution of a controlled substance, or any type of crime that could be considered a threat to others.
- * Previous landlords would be disinclined to rent to you for any other reason pertaining to the behavior of yourself, your pets, or other allowed persons on the property during your tenancy.
- * Previous landlords would be disinclined to rent to you again for non-payment of rent, late fees, legal costs or damage claims.
- * You, your roommate(s), your guest(s) or a family member demonstrate aggressive, obnoxious, or objectionable behavior either at a previous residence or to our staff.
- * In the last five years you have been evicted or caused substantial damage to a rental.

All properties managed by Choice One Property Management are SMOKE-FREE. No smoking is allowed inside any unit. All smoking debris must be in acceptable containers outside the unit or home.

NO MEDICAL MARIJUANA MAY BE GROWN OR CONSUMED ON THE PREMISES WITHOUT THE PRIOR WRITTEN CONSENT OF THE OWNER.

ALL TENANTS ARE REQUIRED TO HAVE RENTERS INSURANCE. A COPY OF THE CERTIFICATE WILL NEED TO BE PROVIDED BEFORE OCCUPANCY.

I HAVE READ AND AGREE TO THIS STATEMENT OF POLICIES AND PROCEDURES

Applicant signature: _____

Date: _____

Applicant signature: _____

Date: _____