



Rental Criteria

COMMUNITY POLICIES

The rental criteria listed below explains the policies of this community with regard to the standards that must be met by each applicant in order to be approved for residency. This is to protect you and your neighbors.

NO DISCRIMINATION

McKenna Estates does not discriminate against any person based on race, color, religion, gender, national origin, familial status or disability.

AGE

All applicants must be of legal age. All persons 18 years or older are required to complete an application.

IDENTITY VERIFICATION

All applicants (and co-signers when applicable) are required to show a driver's license or a government issued photo identification.

CO-SIGNERS

A co-signer may be permitted only if there is a lack of income or lack of credit with the applicant. A co-signer may not take the place of bad credit. A co-signer must complete an application and meet all of the Rental Qualifying Criteria. Co-signers will be required to sign the Co-signer Addendum to the Rental Agreement. The co-signer will be held liable in case of any default by the applicant/resident. Each roommate must have his or her own co-signer. We require an immediate relative such as a parent or grandparent if needed per situation. The Applicant and Co-signer's credit scoring will be averaged.

CREDIT HISTORY

Credit history will be verified by National Credit Reporting Service, a third party verification service. National Credit Reporting Service will send the recommendation to McKenna Estates, which is a non-negotiable decision.

The applicant will receive a credit score based on statistical data such as payment history, number and type of accounts, outstanding debt, and age of accounts.

Based on the credit score and our additional criteria, the application will be accepted, denied, or accepted with conditions.

A minimum of 75% good credit is required. Credit based on each applicant's 7-year history. Bankruptcy on your record will have a negative affect on your approval or even cause a denial.

- **Pass:** The applicant will be accepted with the standard fees.
- **Pass With Conditions:** The applicant must pay an additional deposit equal to one month's rent prior to move-in and will not be refunded until after resident(s) move-out, and/or applicable charges have been applied. The deposit must be paid with money order or cashiers check only.
- **Fail:** Application will not be accepted. Applicant will be provided with contact information for the consumer reporting agencies that provide consumer information.



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EMPLOYMENT HISTORY

- A minimum of six months verifiable employment.
- Self-employed persons must show proof of income.
- Military personnel, college students, and retired persons must show proof of status

RESIDENTS OF FOREIGN COUNTRIES

If the applicant has no social security number, the following will be required:

- Proof of foreign citizenship and a valid passport
- And, provide a copy of an I-20 form;
- And, a deposit equal to one month's rent prior to move-in and will not be refunded until after resident(s) move-out, and/or applicable charges have been applied. This deposit must be paid with money order or cashiers check only.

INCOME VERIFICATION

Income level for each applicant must equal 2.5 times the monthly rent for entire apartment. Each co-signer must show a monthly gross income of \$2,500 or more. Each applicant/co-signer must provide one or more of the following:

- **Pay stub** issued within the past 30 days
- **Income tax returns** from the most recent year.
- **Letter from employer or Certified Public Accountant** on company letterhead verifying income. If the applicant had insufficient income or no recurring source of income, applicant must provide proof of financial institution accounts greater than 3 times the rental amount for the term of the lease and verifiable income and receive an acceptable National Credit Reporting Service credit score.

MAXIMUM OCCUPANCY STANDARDS

One bedroom / one bath	Two persons
Two bedroom / two bath	Four persons
Three bedroom / two bath	Six persons

FEES AND DEPOSITS (PAYABLE TO MCKENNA ESTATES):

Application Fee per Applicant	\$35
Application Fee per Co-Signer	\$35
Refundable Deposit per Apartment	\$500
Non-refundable Fee	\$250

PET CRITERIA AND CHARGES

- The pet must be at least 6 months old
- Two cat maximum allowed per apartment
- A \$500 (\$250 for second) refundable cat deposit is due upon move-in.

CRIMINAL BACKGROUND CHECK

Applicants will automatically be denied residency if:

- **Convicted** of, or currently charged with, a felony, the manufacturing and /or distribution of an illegal controlled substance.
- **There is falsification** of any information entered on the application.
- **Misdemeanors** will cause a negative affect on your approval or even cause a denial.



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PLEASE READ THOROUGHLY!

Sign this form and return it with completed application along with your fees and deposit.
By signing below I agree that I have read, understand and agree to the terms of McKenna Estates Rental Criteria.

Date Signed

First Resident's Signature

Print First Resident's Name

First Co-Signer's Signature

Print First Co-Signer's Name

Second Resident's Signature

Print Second Resident's Name

Second Co-Signer's Signature

Print Second Co-Signer's Name

Third Resident's Signature

Print Third Resident's Name

Third Co-Signer's Signature

Print Third Co-Signer's Name