

## **APPLICANT SCREENING CRITERIA – MODEL 1**

**Fair Housing Statement.** Lloyd Management is an equal housing opportunity & fair housing provider. We do not discriminate against persons on the basis of race, color, religion, national origin, sex, familial status, disability, creed, marital status, public assistance, ancestry, and sexual or affectional orientation.

**Identification and Application Process.** Every person over the age of 18 must give consent to be screened and provide a government issued photo ID. \*\*\*Social security card may be required to verify identification.\*\*\*

**Application Requirements.** Applications must be filled out completely and accurately. Any misstatements or omissions made on your application may be grounds for denial.

**Criminal.** An applicant with the following criminal convictions (including open cases) will be denied:

- Any Felony level criminal convictions within 5 years.
- Any Gross Misdemeanor level criminal convictions within 5 years.
- Two or more Misdemeanor level criminal convictions within 5 years – excluding vehicle, traffic, or alcohol related offenses.
- Any application that shows evidence of an OFAC Terrorism or Sexual Predator Registry.

**Credit.** An applicant with the following credit history will be denied:

- Any unpaid non-medical, non-education collections exceeding \$1,000 placed within the last 2 years.
- Any unpaid public record judgement(s).
- Any unpaid utility collection account(s).
- Any unpaid housing collection account(s).

**Housing History.** An applicant with the following housing history will be denied:

- An unlawful detainer, eviction, or money owed to a previous landlord.
- A negative reference from a prior landlord including but not limited to late rent payments, damage to property, poor housekeeping, or pest issues.

**Income.** Income from all sources must be sufficient to pay the applicant's rent and other predictable living expenses. To be counted as household income, amounts must be verifiable, reliable, and predictable.

If you have further questions, you may request a complete copy of our Resident Selection Criteria.





135 West Lind St.  
Mankato, MN 56001  
(888) 625-5573

Property: \_\_\_\_\_

FOR OFFICE USE ONLY	
Bldg #/Apt #: _____	
Rent Amt. _____	Dep. Amt. _____
Move-in Date: _____	
Other: _____	

### RENTAL APPLICATION – MAX 2 ADULTS

Today's Date: \_\_\_\_\_ When do you wish to move in? \_\_\_\_\_ How many bedrooms do you need? \_\_\_\_\_

**Applicant #1:** Name (first, middle, last) \_\_\_\_\_ Date of Birth \_\_\_\_\_

(mm/dd/yy)

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Phone ( ) \_\_\_\_\_

Social Security # \_\_\_\_\_ Email Address \_\_\_\_\_

**Applicant #2:** Name (first, middle, last) \_\_\_\_\_ Date of Birth \_\_\_\_\_

(mm/dd/yy)

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Phone ( ) \_\_\_\_\_

Social Security # \_\_\_\_\_ Email Address \_\_\_\_\_ Relationship to Applicant #1 \_\_\_\_\_

#### OTHER OCCUPANTS RESIDING WITH YOU:

Name	Relationship to Applicant #1	SS#	D.O.B.

#### LANDLORD REFERENCES/CRIMINAL BACKGROUND:

**Applicant #1:** Company/Name of Present Landlord/Manager: \_\_\_\_\_ Rental Period: \_\_\_\_\_ to \_\_\_\_\_

Landlord's Street Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone ( ) \_\_\_\_\_ Email \_\_\_\_\_ Rent Amount: \_\_\_\_\_

Have you ever been evicted or violated your lease? \_\_\_\_\_ If so, explain, \_\_\_\_\_

Have you ever been arrested or convicted of a crime? \_\_\_\_\_ If so, explain, \_\_\_\_\_

**Applicant #2:** Company/Name of Present Landlord/Manager: \_\_\_\_\_ Rental Period: \_\_\_\_\_ to \_\_\_\_\_

Landlord's Street Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone ( ) \_\_\_\_\_ Email \_\_\_\_\_ Rent Amount: \_\_\_\_\_

Have you ever been evicted or violated your lease? \_\_\_\_\_ If so, explain, \_\_\_\_\_

Have you ever been arrested or convicted of a crime? \_\_\_\_\_ If so, explain, \_\_\_\_\_

#### AUTOMOBILES:

#1 Make \_\_\_\_\_ Model \_\_\_\_\_ Year \_\_\_\_\_ Lic. No. \_\_\_\_\_ /St \_\_\_\_\_ Color \_\_\_\_\_

#2 Make \_\_\_\_\_ Model \_\_\_\_\_ Year \_\_\_\_\_ Lic. No. \_\_\_\_\_ /St \_\_\_\_\_ Color \_\_\_\_\_

**EMPLOYMENT & OTHER INCOME:**

**Applicant #1:** Company Name \_\_\_\_\_ Contact Person \_\_\_\_\_  
Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Phone ( ) \_\_\_\_\_  
Approximate Annual Income \_\_\_\_\_ Length of Employment \_\_\_\_\_  
Other Income Source \_\_\_\_\_ Approximate Annual Income \_\_\_\_\_  
(Social Security, Child Support, Alimony, Etc.)

**Applicant #2:** Company Name \_\_\_\_\_ Contact Person \_\_\_\_\_  
Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Phone ( ) \_\_\_\_\_  
Approximate Annual Income \_\_\_\_\_ Length of Employment \_\_\_\_\_  
Other Income Source \_\_\_\_\_ Approximate Annual Income \_\_\_\_\_  
(Social Security, Child Support, Alimony, Etc.)

**TOTAL Annual Household Income (Applicant #1 & Applicant #2)** \_\_\_\_\_

**IN CASE OF EMERGENCY:**

**Applicant #1:** Contact \_\_\_\_\_ Phone ( ) \_\_\_\_\_  
Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**Applicant #2:** Contact \_\_\_\_\_ Phone ( ) \_\_\_\_\_  
Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**How did you hear about us?** Newspaper Signage Lloyd Mgmt Website Other Website Craigslist Other \_\_\_\_\_

**Do you own an animal?** Yes No If yes, what type: \_\_\_\_\_

Before we can process your rental application it is necessary that you provide accurate and complete information.

**Resident selection standards:** All applications are screened by a member of Lloyd Management staff before acceptance. The following screening criteria will be applied uniformly to all applicants and will form the basis of final acceptance of this application:

1. Criminal background check and credit report
2. Comments from prior landlords
3. Comments from present landlords
4. Comments from other references

Lloyd Management will not discriminate against any person because of race, color, creed, religion, sex, national origin, marital status, status with regard to public assistance, sexual orientation, familial status, or disability.

Applicant hereby understands and represents:

1. That this application is complete and contains all material facts.
2. Applicant hereby gives full authority and permission to verify the information herein with the business and personal references stated.
3. Application represents the statements and information set forth herein are true, correct and complete and understands that Lloyd Management will rely on said information in order to make a decision of whether or not to rent to the applicant.
4. Lloyd Management, at its option, may investigate and verify such information before and after renting to the applicant.
5. Applicant agrees that if he/she rents, such rental may be cancelled by Lloyd Management in the event that any statement or information furnished by the applicant in this application is false.

**Applicant #1:** \_\_\_\_\_ Date \_\_\_\_\_

**Applicant #2:** \_\_\_\_\_ Date \_\_\_\_\_