

Turn-Key Properties, LLC

7312 East 67th Street, Kansas City MO 64133

Phone 816.313.8876
Fax 816.313.8877

e-mail: turnkeyproperties@sbcglobal.net

web site: turnkeyproperties.us

Turn-Key Resident Selection Policy

We are looking for:

**A good tenant who will take good care of the home and pay the rent on time.
Is that you? If so, we want you as one of our residents!**

Automatic Disqualification if:

- A Landlord Complaint or court action has been **filed** against you by a Landlord for rent, possession or damages within the past year (**this includes an Unlawful Detainer**).
- You have been arrested on a drug related charge within the past two years.
- You are listed on a Sex Offender List.
- The rent exceeds 35% of your gross income. (Does not apply to Section 8 Tenants)
- You have an un-discharged Bankruptcy.
- You have an open Protection Order either against you or filed by you.
- You do not list the correct owner/Landlord of your current residence.
- You cannot provide current address with Landlord's name and phone number and previous address with Landlord's name and phone number.
- You have had your current job for less than three (3) months. (Unless you are moving to the Kansas City area from a different town of at least 50 miles away and have obtained new employment) However, you may be required to pay additional or advance rent.

Additional Tenancy Fee

VERY IMPORTANT: We highly encourage you to read the following two sections carefully. If any of the items apply to you and you would not agree to the Additional Tenancy Fee, then we encourage you NOT to submit a Rental Application. If you submit a Rental Application and you chose not to rent, due to being in the Additional Tenancy Fee category, then you have chosen not to rent from Turn-Key and Turn-Key has not denied your application for tenancy.

If any **one or more** of the following apply to you, you will be required to pay an Additional Fee equal to 3% of the amount of rent (rounded up to next full dollar), per month, in addition to the monthly rent:

- ✓ If your Credit Score is below 550.
- ✓ If you have more than Five (5) Collection or Profit & Loss entries on your Credit Report
- ✓ If you do not have any **recent verifiable Tenant history**. Living with relatives or owning a home or paying a mortgage is NOT Tenant history! If you are moving from a house that you owned or your name was NOT on a lease, you DO NOT have recent verifiable Tenant history and you will be in the Additional Tenancy Fee category. Home ownership and tenancy are not the same for this application.
- ✓ If you have ever had a Protection Order filed by you or filed against you.
- ✓ If you ever had eviction filed against you; a Rent and Possession, Landlord Complaint or an Unlawful Detainer.
- ✓ If you ever filed Bankruptcy of any type.
- ✓ If you ever had a mortgage Foreclosure.
- ✓ If you ever had a Garnishment on your wages.
- ✓ If you ever had a Tax Lien against you.

- ✓ If you have ever had a car repossessed.
- ✓ If you ever had a Collection or Judgment by a Utility Company.
- ✓ If you ever had a Collection for Child Support.
- ✓ If you have unpaid Medical bills or Collections.

Credit Reports are obtained from Equifax through Landlords, Inc.

Additional Security Deposit

Additional Security Deposit (to be determined based on the property being rented) will be charged if any **one** of the following apply to applicant:

- If you have **ever** had an eviction filed against you; a Rent and Possession, Landlord Complaint or an Unlawful Detainer.
- Two or more** of the Additional Tenancy Fee points apply to applicant.

You will be asked to provide:

- Copy of Driver's License and Social Security Card
- Copy of Current Lease
- Copy of a utility bill with your name and your current address on it
- Original Police Report from the city you live in for everyone over the age of 15 (if Kansas City MO, it needs to be a Closed Record Report)
- Copy of two paycheck stubs and/or proof of income as stated on Rental Application
- Copy of current Income Tax filings
- Written proof of any Child Support income
- Written proof of any supplemental income, if any...SSI, Taniff, Social Security
- Other information as we deem necessary**

We will obtain:

- Landlord Reference from current landlord.
- Employment Reference
- Credit Reference
- Sex Offender registry
- Case.net listings
- Other information as we deem necessary**

We will:

- Come to your current home and conduct a Home Study to see if you are taking good care of your current home. We believe if you are taking good care of your current home, you will take good care of our home.

We do not require:

- ☺ A minimum Credit Score. We do look at collections by utility companies. If you cannot get the utilities turned on at our unit, because of utility collection accounts, that is a problem. You will be required to have the utilities transferred prior to Lease signing.
- ☺ However.....if you have a Credit Score of 750 or more, you will not be asked to provide paycheck stubs, Income Tax filings or other written proof of income.

This may not be a complete list of requirements. We reserve the right to make other checks as deemed necessary or add additional financial requirements. We reserve the right to deny tenancy due to Incomplete or incorrect information on your Rental Application. Failure on your part to provide requested information will result in an application that expires after two weeks of date of application. Application Fees are not refundable for any reason.

All rents, fees, deposits and information are subject to change without notice.