



5801 Logan Street Suite #200 Denver, CO 80216  
(303) 756-3300 | [www.deerwoods.com](http://www.deerwoods.com)

**6/24/22**

**APPLICATION POLICY:**

- Application fee of \$45 per applicant – Social Security or ITIN # required
- All prospective tenants over the age of 18 must apply to qualify
- Official and valid ID required

**Qualified forms of Proof of Income: \*Form must contain applicant's name(s):**

- Minimum of 1 month of paystubs no older than 5 weeks, if unavailable supplements listed below
  - Bank statement showing tenant has 6 months' worth of rent. Must show date and full name
  - Verifiable offer letter that includes start date, hourly rate or salary and frequency
  - Verifiable employment letter that includes length of employment, hourly rate/salary and frequency and form of payment
  - 6 most recent bank statement showing all incoming deposit that equal 2.5 times the amount of the rent
- Cosigner – for supplemental income only, income must meet 5x the rent amount
- Social Security – approval letter with name and monthly amount and bank statement
- Child support – approval letter with name and monthly amount
- Disability – approval notice with name and monthly/weekly amount
- Business owner - need copy of last year's taxes and 6 months of bank statements showing deposits
- Student Loans or Educational grant award money overage for living expenses and/or housing allowance with written proof the amount can be used for off-site housing from admissions counselor
- Other sources of verifiable income



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### **Viewing of Property is Required**

- Required to view unit, similar unit, or provided video tour of unit before applying
- Via physical showing by applicant, family member or video call showing by agent if prospective tenant is out of state
- Site-Unseen applications are acceptable, with conditions:
  - Some properties are excluded at owner's discretion
  - Condition: If unit has a wait-list we may not allow
  - Security deposit is non-refundable if applicant is not satisfied when physically viewed

### **Eligibility Requirements:**

- Household gross income is two-and-a-half times (2.5x) the amount of monthly rent
- No housing collections or evictions (filled or physical). Paid collections and evictions may be accepted with passing rental verification and receipt or verifiable letter.
- No open bankruptcies, bankruptcy must be "discharged"
- No felonies or ANY violent crime (including assault or domestic violence) within the last 5 years
- No meth & amphetamine, homicide, or stalking related offenses regardless of time
- No prior or current registered sex offenders



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### **Credit and Background Check:**

- Applicants will be subjected to the following credit score parameters:
  - If the applicant has a credit score **below 550**, a guarantor (co-signer) must apply. Applicants without a guarantor, or with a guarantor that holds a disqualifying credit score will be rejected.
  - If an applicant has a credit score **above 650** and is applying with an applicant that has a credit score **below 550**, the applicants must pay 1.5 times the security deposit amount upon approval.
  - If the applicant has a credit score of **550 to 650 OR has no established credit**, the applicant must pay 1.5 times the security deposit amount. This will be considered a conditional approval if all other requirements are satisfied.
  - If the applicant has a credit score **higher than 650**, the applicant will be required to pay the security deposit in full. This will be considered an approved application if all other requirements are satisfied.
- Applicants will be subjected to a credit analysis and may be required to verify employment or prior rental history if conditions apply.
- More than 7 items in collections will require a rental verification
- If rental history is not provided, additional verification will be requested and additional funds for the security deposit may be required.
- Inability to verify prior rental history under conditions above will result in a cancellation of the application.
- **Credit score requirements may vary on property.** Please refer to Deerwoods staff or to the property advertisement to verify credit score requirements.

### **Failed Rental Verification (any of the following)**

- More than 3 late payments or NSF
- Balance owed to property management company or landlord
- Combination of any 2 of the following



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- Did not disclose pet
- Answered “No” to “Would you rent again?”
- Lease Violation
- Failure to provide notice to vacate

### **Pet Policy:**

Not all properties accept pets; please confirm pets are accepted at the property you are interested in.

- 1 small dog/cat under 25 lbs (Exceptions may apply to single family homes or choice properties)
- \$250 pet fee, non-refundable
- \$25/mo pet rent
- Pet Licensing information will be required for Denver residence per county ordinances
- Breed restrictions: Pit Bulls & Staffordshire Terriers, Doberman Pinschers, Rottweilers, Chows, Great Danes, Presa Canarios, Akitas, Alaskan Malamutes, German Shepherds, Siberian Huskies, Wolf-hybrids, Or a mix of any of the above
- Service animals and Emotional support animals are allowed at any property with verifiable doctors note



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### **Fair Housing Disclaimer**

Deerwoods Management LLC abides by fair housing laws. Deerwoods management cannot discriminate on :

- Color
- Race
- Religion
- National Origin
- Familial Status
- Disability or Handicap
- Sex
- Ancestry
- Creed
- Marital Status
- Sexual Orientation
- Military Status
- Age (Over 40)
- Parenthood
- Gender Variance
- Source of Income
- Citizenship
- Immigration Status



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### **Company Policy Disclaimer**

Applications submitted will be charged a non refundable fee. This fee is non refundable for any reason. Refunds will not be issued.

Applications are processed on a first come first serve basis. Deerwoods Management will only process a complete application once a party views a unit. Incomplete applications, showings without any of the approved methods above, and declined applications will not be considered.