#### **Application Requirements and Resident Qualification Standards**

### **\*\*$65.00 Application fee for each individual over the age of 18\*\***

### **Kunkel Wittenauer Group does not accept co-signers**

### **Income Requirements**

* Gross combined monthly Income of 3 times the rent.  Income is added together for all occupants on the lease. \*Education loans and grants, and cash benefits are not considered a source of income.

### **Credit Requirements for each individual over the age of 18**

* Good credit history is expected. Good payment history and on time payment expected.
* No delinquencies or mortgage debt (medical and educational debt exempt)
* No foreclosures
* No collections
* No judgements
* No bankruptcies

### **Housing Requirements for each individual over the age of 18**

* No rental evictions
* Good landlord reference (no lease violations, owing money, unauthorized tenants, etc.)

### **Animal Guidelines on Properties that allow pets**

* No Pit Bulls, Rottweiler, Doberman or mixture including these breeds
* PetScreening application must be submitted for each application regardless is a pet will be staying at the property.
* All pets must be up to date on all vaccines.  Veterinary records must be available upon request.

### **Background Requirements**

* No felonies of any kind in the past 10 years
* No Sex Offender / Sexual Predator convictions
* Must not have 3 or more Misdemeanor or higher level convictions in the past 5 years

### **Frequently Asked Questions**

### **How long does it take to process the application?**

Average 3-5 business days once all the correct paperwork has been submitted

### **What documentation is required?**

Government issued ID, 2 recent pay stubs, or proof of income

### **Is there a fee to apply?**

Yes, there is a non-refundable $65 application fee to apply. Each occupant over 18 years of age is required to submit an application and meet the qualifications individual with the exception of income.

### **Am I paying Kunkel Wittenauer Group my application fee?**

No. All applications are processed by Rental History Reports. Please direct all inquiries regarding your file to the following contact: 618-632-8200 x 100

* **When is the deposit due?**

The deposit is due within 24 hours of application approval and is equal to the amount of 1 months’ rent.

* **What else is due prior to move in?**

There is a $195.00 nonrefundable Administration fee. The Administration fee is to cover the expense associated with administrative work completed prior to your move in.

**Rental History Reports**

7900 West 78th Street, Suite 400 | Edina, MN 55439

Telephone (952) 545-3953 or (888) 389-4023

[www.RentalHistoryReports.com/Applicant](http://www.RentalHistoryReports.com/Applicant)