



Tenant Minimum Requirements/Qualifications

1. Prior favorable rental history of at least 1 year for each applicant/married couple.
2. Positive reference(s) from previous landlord(s).
3. Total of all applicant's gross monthly income is at least 3x the monthly rent amount.
4. Verifiable source of income or employment. Applicants have maintained the same verifiable source of income for at least 90 days.
5. No prior evictions, judgments, collections or liens from former landlords. No negative notices *of any kind* issued by present or previous landlords (in the past three years).
6. No more than 3 tenants (including children 18 years or younger of primary applicant or co-applicant) to a 1 bedroom unit or 5 tenants to a 2 bedroom unit or 7 tenants to a 3 bedroom unit --***OR a reasonable number of tenants given the size of a unit.*** This is a rule of thumb. The number of tenants reasonably allowed at a given property will be determined by the property manager &/or owner of the property.
7. ALL prospective tenants age 18 and older (including children) must truthfully and completely fill out and sign application paperwork and pay the required non-refundable application processing fee of \$45 per individual. Keyway Properties does not rent to minors, unless formally emancipated with verification of such and meeting all other requirements.
8. Applicants must provide the current official picture I.D. such as driver's license or state issued I.D. card. Proof of Social Security Number (SSN) is required in order for Keyway Properties to run necessary credit reports, etc. Copies of a current/past pay stubs/proof of income may be required. Other documentation may become necessary in the course of screening.

contact@keywayproperties.net

505-289-0928
PO Box 21868
Albuquerque, New Mexico
87154





9. Applicants must pay full rent amount due and full deposit required **PRIOR** to occupancy.

10. If pets are allowed at a property, a full pet deposit or pet fee/rent is required **PRIOR** to occupancy.

11. All information on rental applications and/or credit reports must be able to be verified (i.e., accurate phone numbers, account numbers, etc. **MUST** be provided by prospective tenants).

12. Credit: while we prefer to see "good" credit for all applicants, we do have some discretion here--we will consider your "big picture" credit-wise, so please talk to us if this is the only requirement holding you back! However, applicants should know that their credit history **will** impact our decision making. Keyway Properties does not accept credit/criminal background reports from outside sources. We contract/run these verifications. In addition to having "good" credit all applicants must have a credit score of 580 or higher.

13. Information provided on application **MUST** be truthful. If found to be less than truthful, application may be denied, or if already placed in a property when untruth discovered, applicant may be required to vacate/be evicted.

Failure to meet the above criteria will result in one or more of the following:

- * Denial of rental application.
- * Requiring a qualified Co-Signer. This option is not *always* available.

contact@keywayproperties.net

505-289-0928
PO Box 21868
Albuquerque, New Mexico
87154

