

## **Grit Property Group**

### **Underwriting and Screening Criteria**

#### **Background for Applications**

- We required a government-issued photo ID as part of application – but we do not require it to be a driver's license
- Application fees cover the cost and screening for running individual background and credit checks.
- Applying to Resource Property Management KC LLC DBA Grit Property Group does not guarantee approval by the Landlord, nor does it constitute a lease for the home to which the tenant applied.
- Only if approved by the Landlord; tenants have an opportunity to pay a reservation fee and sign a lease to reserve a property.
- Applications are processed on a first come, first serve basis. We may continue to accept applications on a property unit a qualified applicant has placed a reservation fee on the property after being notified of their approval. (Reservation fees are able to be retained by a management company in the event that the tenant does not accept the property. Deposits must be itemized and applied to balances.

#### **FAIR HOUSING**

Resource Property Management KC LLC DBA Grit Property Group LLC DBA Grit Property Group policy is not to discriminate against any person because of that person's race, color, creed or religion, sex, sexual orientation, national origin, age, marital status, military status, handicap, disability, or any other protected status. A tenant may ask Resource Property Management KC LLC DBA Grit Property Group to consider any reasonable accommodation or modification they need because of a disability. If so, the tenant asked to submit in writing a Reasonable Accommodation / Modification Request using HUD forms. Resource Property Management KC LLC DBA Grit Property Group will need 5 business days for a response.

#### **Screening Policy**

##### **1) Occupancy Guidelines**

- a) The following occupancy standards apply based on two persons per bedroom, plus one per home.  
Example: 1 Bedroom = 3 Persons; 2 Bedroom = 5 Persons; 3 Bedroom = 7 Persons; 4 Bedroom = 9 Persons; 5 Bedroom = 11 Persons.
- b) Our occupancy guidelines limit two persons per bedroom plus one per home, unless otherwise dictated by Federal Fair Housing Guidelines related to Familial Status.

##### **2) Age**

- a) All Applicants who will be responsible for paying rent must be listed as tenants on the lease, be 18 years of age or older and pay the non-refundable Application Fee listed by the third-party manager. All occupants must be the child or dependent of the financially responsible resident and must be listed on the lease as occupants. Occupants (not financially responsible) do not need to pay the application fee but must be listed on the lease as occupants.

##### **3) Credit Check**

- a) Resource Property Management KC LLC DBA Grit Property Group will request a credit report on all applicants to verify creditworthiness. Credit checks are processed through third-party property managers and credit bureaus such as Equifax, Experian, and Transunion.

##### **4) Criminal Background Check**

- a) A criminal background check will be conducted for each Applicant and occupants aged 18 years or older. A conviction for the illegal manufacture or distribution of a controlled substance is cause for an automatic

denial of an application by the Landlord. Criminal convictions relating to violent acts, crimes of dishonesty or breach of trust, or matters of similar nature or severity may cause a denial of an application. In addition to the nature and severity of the conviction, the Landlord will consider factors including, without limitation, the amount of time that has passed since the relevant conviction, whether such conviction could reasonably be deemed to be indicative of potential risk to safety and/or property, and any additional information provided pursuant to Section 38-105(e) of the Kansas City Ordinances.

#### 5) Income

- a) Applicants must provide proof of verifiable gross household monthly income. Total household income must be more than two times (2x) the monthly rent. We will take into account all verifiable and lawful sources of income, such as vouchers, maintenance, disability payments, pensions, or other income supports. If a prospective tenant has a voucher, the Landlord's requirement for any rent-to-income ratio shall apply only with respect to the portion of rent not covered by such prospective tenant's voucher amount, consistent with state and federal law, including, but not limited to, fair housing laws.
- b) *Conditional approval may be granted to applicants in which total rent payment per month is between 36% and 45% of the applicants' combined gross monthly income. Conditionally approved applicants may be required to pay additional deposits or advanced rent to reserve a property.*

#### 6) Rental History

- a) **If the tenant's most recent residence is a rental property, they will need to provide their current landlords contact information including a property number, a name, and contact info.**
  - (1) A guarantor will be required for applicants who are students or who cannot provide proof of verifiable income but otherwise meet all other application requirements. Guarantors are restricted to family members who assume responsibility for all payments pursuant to the lease. Guarantors must be residents of the state in which the applicant is apply for residency.
  - (2) A guarantor will be required to prove an income of four times (4x) the monthly rent.

#### Automatic Declines

Final decisions on all applications are based on standard criteria set by the Landlord, including rental and credit history, ability to pay rent, and background check results. Applicants will be automatically denied for any of the following:

- Applicant's identity is not verified
- Applicant's income is not verified
- Insufficient income – Total rent payment per month is more than 50% of the applicants' combined verifiable gross monthly income. We will take into account all verifiable and lawful sources of income, such as vouchers, maintenance, disability payments, pensions, or other income supports. If a prospective tenant has a voucher, the Landlord's requirement for any rent-to-income ratio shall apply only with respect to the portion of rent not covered by such prospective tenant's voucher amount, consistent with state and federal law, including, but not limited to, fair housing laws
- A conviction for the illegal manufacture or distribution of a controlled substance, and any additional information provided pursuant to Section 38-105(e) of the Kansas City Ordinances has been referenced and given appropriate consideration
- Misrepresentation(s) or falsifications of application
- An applicant listed on the OFEC list, and any additional information provided pursuant to Section 38-105(e) of the Kansas City Ordinances has been referenced and given appropriate consideration