Full application qualifications

Before you apply

Please be prepared to pay the application fee as outlined in the property listing. In addition to this rental application, you will need a current, positive, government issued photo identification that allows Owner/ Agent to adequately screen for criminal and or credit history will be required. Inaccurate incomplete or falsified information will be grounds for denial of the applicant. Any applicant currently using illegal drugs will be denied. If approved for tenancy and later illegal drug use is confirmed, termination shall result. Any individual whose tenancy may constitute a direct threat to the health and safety of any individual, the premises, or the property of others, will be denied tenancy.

To complete this rental application, you must be prepared to provide 2 years of residential history with valid contact information for your landlord to be able to obtain rental references. Valid contact information consists of owner/agent name, phone number, and email address.

You will also be asked to provide information on your monthly income, and please note that most properties require that applicant combined monthly income is three (3) times the stated rent.

Each resident over the age of 18 must submit a separate rental application.

We do not accept co-signers/guarantors

Application Fee (nonrefundable).

You will be required to submit to our representative an application fee in the amount indicated below, and this payment partially defrays the cost of administrative paperwork. It's nonrefundable. Online applications that are not screened may be refunded the Application fee minus a $5 online processing fee or the amount charged by our online processor. Please call our office at 503-967-9038 ext 1001 to confirm that we are accepting applications for the property you wish to apply. Failure to confirm may result in the submission of an application that cannot be processed. The Landlord will utilize a tenant screening service to run a credit check, verify information, obtain consumer credit reports and obtain reports of civil and criminal records. If the application is denied in whole or in part the applicant shall be notified in writing at the time of the denial.

Rental Criteria

Rent to Income Ratio: The combined total gross income of all applicants must be at least 3 times the amount of the monthly rent.

Income: At the time of application, it shall be the obligation of the applicant to provide proof of income by submitting copies of the following:

- If employed, copies of at least 2 current pay stubs or an employer statement of earnings (additional documentation may be requested).
- If self-employed, copies of last 2 (two) years of tax return and a current profit and loss statement.
- If other income, copies of assistance checks, retirement investment reports, or other financial data that can prove source, amount, frequency, and duration of income.

Landlord may require proof of a current payment plan for any utility/landlord debts and/or require an additional security deposit. Any bankruptcies must be discharged.

Credit and Criminal History

We will check your credit and criminal history through a credit/criminal reporting agency. Poorly rated credit below 625 or no credit, unpaid liens, outstanding judgments or collections may be a cause for your application to be denied. Some properties may require a credit rating above 660- check with property management for the location you are interested in.

We will not rent to you if we can't obtain a credit report. Any open bankruptcy will be grounds for denial.

Criminal history pertaining to financial fraud, person to person, sex offenses, drug related convictions, or property destruction and/or damage will be grounds for denial. Pending charges may be grounds for denial. Five years of eviction-free history is required. Eviction actions that were dismissed or resulted in a judgement for the applicant will not be considered.

If applicant, or any proposed occupant has a conviction in their past which would disqualify them under these criminal conviction criteria, and desires to submit additional information to Owner/Agent along with the application so Owner/Agent can engage in an individualized assessment upon receipt of the results of the public records search and prior to a denial, applicant should do so. Otherwise, applicant may request to review process after denial.

If you would like to explain your credit or criminal background, do so on the space provided on the application.

Demeanor and behavior

The behavior and demeanor of applicants during the application process will be considered.

Rental History

We require 2 (two) years of verifiable and positive rental history. Any Information provided that is incomplete, inaccurate, or falsified, shall be grounds for denial of the application or subsequent termination of tenancy upon determination of such falsified information. Rental history reflecting any past due and unpaid balances to a landlord will result in denial of the application (except for unpaid rent, including rent reflected in judgements or referrals of debt to a collection agency, that accrued on or after April 1, 2020, and before March 1, 2022).

Eviction History Criteria

Five years of eviction-free history is required (except for general eviction judgements entered on claims that arose on or after April 1, 2020 and before March 1, 2022.) Eviction actions that were dismissed or resulted in a judgement for the applicant will not be considered.

Occupancy

Occupancy is based on the number of bedrooms in a unit. (A bedroom is defined as a habitable room that is intended to be used primarily for sleeping purposes, contains at least 70 square feet and is configured so as to take the need for a fire exit into account). The general rule is two person are allowed per bedroom. Owner/Agent may adopt a more liberal occupancy standard based on factors such as size and configuration of the unit, size and configuration of the bedrooms, and whether any occupants will be infants.

Smoking

No smoking of any kind in any unit and/or on the property. All properties are smoke free. This includes marijuana for medicinal and recreational purposes. No growing, storing, or consumption of marijuana on the property without written consent of owner/agent.

Pet Policy

Accepted upon approval of Management. Some units do not accept pets, check the property listing to verify whether pets are accepted.

- 2 Pet limit
- 20lbs limit (Check with Property Mgmt- Some properties may allow pets over 20lbs)
- $300.00 - $500.00 increased security deposit per pet
- $35.00 - $50.00 monthly pet rent per pet
- Over a year old
- Proof of up to date shots, licenses, and photo will be required

Service Animals

A Reasonable Accommodation Request/Verification form must be filled out by a qualified individual for any animals to be considered service animals. Please fill in the animal information under the pets section of the application. All animals will be considered pets unless otherwise verified by management. All supporting documents listed in the pet policy such as proof of up to date shots, licenses, and photos must be submitted for all service animals.

Limitations

- Number of vehicles allowed may vary per unit.
- All advertised units are non-smoking units.
- It is at the discretion of each property to allow pets. Contact us for details.

(All advertised information is deemed reliable but not guaranteed. Please verify information prior to applying for unit.)

Other Requirements

Applicant acknowledges that the landlord and/or agents are relying on the statements made by Applicant. Applicant represents and warrants that any and all information and statements made on their application are true and correct to the best of the applicant's knowledge. Applicant acknowledges that any information found to be false, incomplete or inaccurate will result in the denial of the applicant and/or subsequent termination of tenancy.

Application fee: $50.00

Please be prepared to pay the application fee as outlined in the property listing.

Non-Discrimination Policy

Jars of Clay Property Management, LLC. is an equal opportunity housing provider and does not discriminate on the basis of race, color, religion, sex, handicap, familial status, national origin, sexual orientation or gender identity.