

THE COLORADO SPRINGSTM
GROUP

AWARD WINNING REAL ESTATE PROFESSIONALS

PRE-APPLICATION PACKET



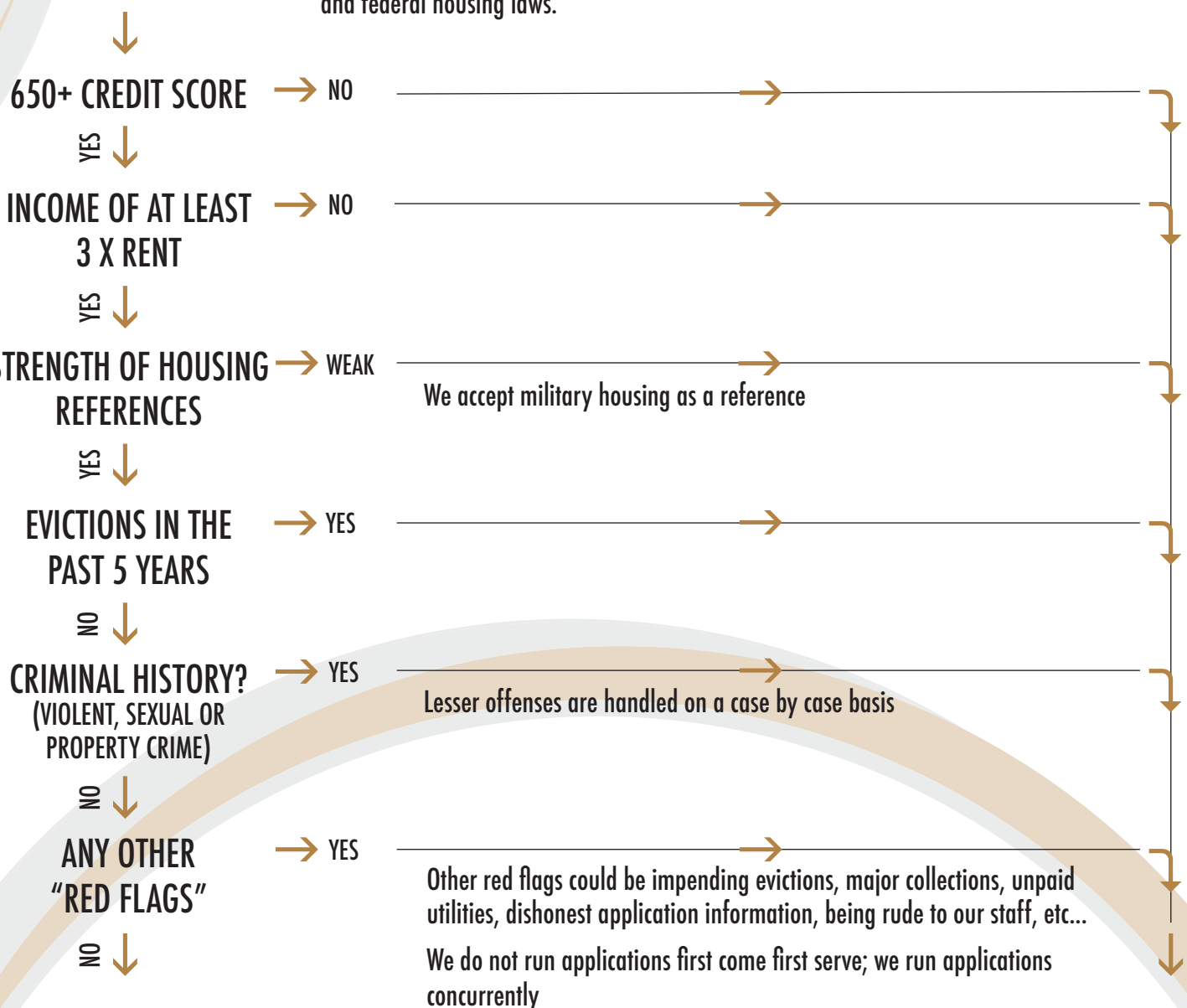
ColoradoSpringsPropertyManagement.com



APPLICATION SCREENING FLOW CHART

THE COLORADO SPRINGS GROUP, Inc. is a dedicated fair housing provider and will assist all persons without regard to race, color, national origin, religion, sex, familial status, handicap (disability), ancestry, marital status, creed, sexual orientation, or any other protected class as defined by state and federal housing laws.

APPLICATION



APPROVED

(Unless competing applicant has stronger qualifications and/or requests better lease terms)

DECLINED



MINIMUM QUALIFICATIONS

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- ⊗ Applicant must make a minimum of 3 times the amount of rent as based on their gross monthly income.
*EMPLOYMENT THAT WILL CEASE WHEN YOU RELOCATE WILL NOT BE COUNTED AS INCOME. WE WILL NOT APPROVE APPLICANTS LOOKING FOR HOUSING BEFORE EMPLOYMENT.
- ⊗ All occupants over the age of 18 must submit an application and pay the application fee.

MINIMUM QUALIFICATIONS

- ⊗ Applicants must have a checking and/or savings account.
- ⊗ Rent payments online from a bank account will be required.
- ⊗ Applicant must not be a registered sex offender.
- ⊗ Applicant must have no evictions pending, or evictions in the past 5 years.
- ⊗ Applicant must not have any negative rental references.
- ⊗ Applicant must be able to pay full security deposit, any applicable fees, and first month's rent within 48 hours of notification of approval in certified funds (cashiers check, money order).
- ⊗ Applicant must not owe monies to past landlords or utility companies.
- ⊗ Applicant must not have a bankruptcy of any type in the last 7 years.
- ⊗ Applicant must not have a bankruptcy in process (bankruptcy not discharged).
- ⊗ Applicant must not have violent or property or crime within the past 5 years.
- ⊗ We will not combine income from more than 2 applicants in a group.
- ⊗ We will not begin processing applications for a group until everyone in the group has applied and paid their application fees.



APPLICANT DISCLOSURE

All properties that are managed by THE COLORADO SPRINGS GROUP, Inc., a licensed Colorado Real Estate Broker, represent the interest of the property owner(s). However, there will be a \$100.00 lease administration fee charged with first month's rent.

- ⊗ Applications are not processed on a first-come, first-served basis. All applications received will be processed concurrently (simultaneously).
- ⊗ Application fees are non refundable. If you turn in an incomplete application, it will not be processed until it is completed AND received with the applicable fee for each applicant.
- ⊗ Turning in a completed application without paying the required application fees will result in the application not being processed.
- ⊗ Applicants desiring to live together as a single housekeeping unit may qualify for tenancy as a group, in which case the owner or agent has the right to immediately terminate the rental contract (lease) when any one member of that group vacates the property.
- ⊗ Applicant agrees that all credit information maintained by owner or agent may be given to any credit reporting service or other agencies authorized to obtain it.
- ⊗ Applicant hereby certifies that the information given in this application is true and correct and that any false information given will be sufficient grounds for termination and eviction.
- ⊗ When processing an application, we check credit, background, employment/income, and landlord references. We reserve the right to decline an application if negative conditions are identified during the screening process.
- ⊗ Submitting an application will not hold a property for the applicant. Applications in process do not create a "hold" on the property.
- ⊗ Please ensure information is accurate; references or employers not getting back to us can allow a competing application submitted after yours to be completely processed before yours. If approved, the lease must be signed and all fees, deposits, and first month's rent must be paid with certified funds within 48 hours of notification of approval.



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FEE DISCLOSURE

ONE TIME FEES

- ⊗ \$100.00 lease administration fee
- ⊗ \$250.00 non-refundable pet fee. This is charged per pet

MONTHLY FEES

- ⊗ \$25.00 resident benefits package
- ⊗ \$25.00 monthly pet fee, charged per pet
- ⊗ \$100.00 washer and dryer rental *if opting in*
- ⊗ Security deposit waiver program - 5% of rent charged monthly *if opting in*

POSSIBLE FEES

- ⊗ \$50.00 maintenance fee charged for any and all maintenance requests
- ⊗ If there is harm to the property because of tenant neglect, incorrect fixing of items, or changing any fixtures, the tenant will be charged the maintenance in addition to the cost to fix the damage

*Full tenant fee schedule located in tenant handbook



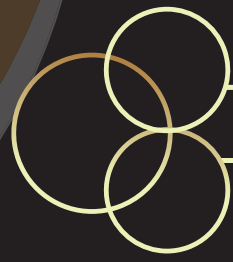
PET DISCLOSURE

THE COLORADO SPRINGS GROUP uses [petscreening.com](https://www.petscreening.com) for screening of all pets, verification of assistance animals and verification if tenant says they have no pets. There is no charge for tenants with service/assistance animals or tenants without pets.

Petscreening.com screens all animals (service animals and ESA are not considered pets and there is no fee) and sends us the results of their findings once the applicant shares the profile with THE COLORADO SPRINGS GROUP.

A monthly pet fee of \$25.00 per pet will be charged each month.

There is also a \$250.00 (per pet) non-refundable pet fee charged with first months rent.



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RESIDENT BENEFITS PACKAGE

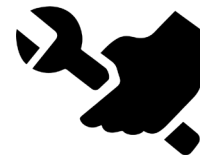
THE COLORADO SPRINGS GROUP provides a resident benefits package for the convenience of all tenants.



ONLINE
PORTAL



CREDIT BOOST
REPORTING



VETTED
VENDORS



HVAC FILTERS
FOR EACH
MONTH



FREE ACH
ONLINE
PAYMENTS



24/7 EMERGENCY
MAINTENANCE
LINE WITH
LIVE SUPPORT



1 TIME KEY
REPLACEMENT



TEXTING CAPABILITIES FOR EASY
COMMUNICATION BETWEEN
TENANTS AND OUR OFFICE



SELF CHECK-IN AND
CHECK-OUT AT THE
PROPERTY FOR TENANTS
CONVENIENCE



MOVE OUT CONDITION
VIDEO REFERENCES FOR
FUTURE LANDLORDS

\$25 per month

Can I opt-out of the Resident Benefits Package?

NO. THE COLORADO SPRINGS GROUP provides The Resident Benefits Package to all tenants.