RVA PROPERTY MANAGEMENT

RVA Property Management does business in accordance with the Fair Housing Act and all applicable federal and state and local fair housing laws and regulations, and does not discriminate on the basis of race, color, religion, national origin, sex, elderliness, familial status, disability, source of funds, sexual orientation, gender identity, military status, or any other protected class.

Thank you for your interest in our rental property. If you would like to apply for this home, visit our website **www.rvapm.com** to apply online. Applications will not be processed until the completed application (including completed applications for any co-applicants), requested documents, and application fee are submitted.

All complete applications received will be processed and the best qualified application based on the Rental Qualifications will be approved. Rental applications may be received at any time for this property. Please contact our office to inquire if the property is still available and if applications have been received.

- Each applicant must submit:
  - A copy of driver's license or a photo ID
  - Proof of income
  - Contact information for current and/or previous landlords
- Pay the **non-refundable** $50.00 application fee per applicant —paid online only.

Once approved, applicant(s) will be required to provide the following at time of lease signing:

- Security Deposit – certified funds or cash only, must be a separate payment, payable to RVA Property Management
- Non-refundable Lease Fee - $125.00

On Move-In Day, prior to receiving possession of the property, applicant will be required to:

- Pay First Month's Rent (per lease) – certified funds or cash only, payable to RVA Property Management
- Pay the Non-refundable Pet Fee/Pet Rent (per lease) – certified funds or cash only, payable to RVA Property Management
- Provide Proof of Utility Connection (per lease)
- Provide Proof of Renter's Insurance Policy

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Lease If approved, the applicant(s) must sign a Residential Lease agreement within two business days and pay the security deposit and non-refundable lease fee of $125.00 in full. **In the event the applicant(s) fails to sign a Residential Lease agreement within two business days after approval (unless authorized in writing by RVA Property Management), it will be assumed that the applicant(s) has withdrawn their application, and the property may be offered to other applicants.** Further, the property will continue to be marketed for rent until the Residential Lease is signed and security deposit paid in full.

Once the Residential Lease is signed and the security deposit paid in full, the property can be held up to 30 days (unless otherwise authorized in writing by RVA Property Management). If the applicant decides not to rent the property, a prorated daily rent will be deducted from the security deposit for each day the property was not being marketed.

First Month's Rent If the Residential Lease commencement date is on or after the 20th of the month, the applicant will be required to pay the prorated rent for the current month and the following month's rent in full.

Housing Voucher Recipients In the event the applicant's application is accepted and the unit passes inspection, payment of the security deposit and lease fee are due in full within 10 days of the inspection (unless authorized in writing by RVA Property Management). RVA Property Management will not submit the final documents to the housing voucher office until these payments are received in full.

Sublease Unauthorized occupants and subleasing, including but not limited to Airbnb and VRBO, are strictly prohibited.

Pet Policy Pets are permitted at the sole discretion and approval of the property owner.

- Only common domesticated animals (50 lbs. or less) are allowed on any property that permits pets (unless otherwise authorized in writing by RVA Property Management).
- Farm animals, exotic animals, ferrets, and any large or aggressive animals will not be permitted (unless otherwise authorized in writing by RVA Property Management).
- A non-refundable $250.00 pet fee is required for each pet. Additional pet rent may be required. Paid pet fees do not give license for any additional pets or replacement pets.
- No more than 2 pets will be approved per property unless authorized in writing by RVA Property Management.
- Harboring an unauthorized animal on the property will result in a minimum fee of $500.00 per animal.

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Rental Qualifications for Applicants & Cosigners

Application All persons (18 years or older) must complete the application and pay a non-refundable $50.00 application fee (per applicant). Applications will not be processed until the application is complete, all requested documents are submitted, and the application fee is paid in full. Supplying false, misleading, or inaccurate information, or omitting information may be grounds for disapproval. Applications submitted through Zillow or other third parties will not be accepted.

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Income You must have verifiable income/source of funds that is at least 3 times the amount of rent. Acceptable documents include 4 recent and consecutive paystubs, benefit verification letter, housing authority voucher, 2 most recent schedule C forms (self-employed applicants), and LES (military applicants).

Favorable Rental History Two references will be obtained from current and/or previous landlords if possible. Any negative rental history including, but not limited to, late rent payments, a record of material noncompliance, or an unsatisfied payment, unlawful detainer, collection, or judgment with a previous landlord may disqualify an applicant. A tenant ledger or report of dates rent payments were received may be required.

Credit A credit report will be obtained on all applicants. Credit reports reflecting judgments, bankruptcies, foreclosures, repossessions, charge-offs, delinquent payments, or collections may disqualify an applicant. Applicants with a credit history that includes an eviction or active bankruptcy will be denied. Any applicant with bankruptcy must show a discharge more than one year prior to the date of application and have established new credit with a positive rating with at least one account. A minimum score of 575 is required.

Credit reports are provided by: TransUnion Consumer Solutions

www.transunion.com/myoptions

2 Baldwin Place, P.O. Box 2000, Chester, PA. 19022
1-888-710-0270

You have the right to a free copy of the report within 60 days of the application date and to dispute the completeness or accuracy of any information in the consumer report issued by the agency with TransUnion Consumer Solutions.

Cosigner Policy A cosigner may be accepted for those applications where the applicant has insufficient income or absence of credit. All cosigners must be residents of the Commonwealth of Virginia and are required to complete an application and pay the application fee.

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