

Cantey & Company, Inc.

Rental Information, Policies & Procedures



Welcome! Our goal is to provide you with friendly, courteous service in renting a home of your choice.

Fair Housing. We will treat you equally as we do all prospective tenants without regard to your race, color, religion, sex, handicap, familial status or national origin. We believe in the spirit and letter of the Fair Housing Laws and follow them. If you believe you have been treated unfairly, please call the number below for our Fair Housing Officer, William C. Cantey, Jr., who is also the owner of this company.

Application. We require a written application from all occupants and a \$60 per person application fee which is non-refundable. The application does not obligate you to rent from us and it does not bind us to rent to you. If there are several applications for a property, our obligation to the property owner is to choose the most qualified applicant. **First come, first served does not apply.**

Qualification. We base our rental decisions ONLY on the following criteria: Credit history, rental history, background check, and ability to pay.

Credit History. After you apply and pay the application fee, we will check your credit. If your credit history is unsatisfactory, we will tell you by telephone and in writing that your application is not approved. Low credit score, collections and/or judgments indicate unsatisfactory credit history. If you have no credit history, we will decide based on your background check, rental history and ability to pay.

Rental History. After you apply and pay the application fee, we will check your rental history by contacting your current and/or prior landlords. If your rental history is unsatisfactory, we will notify you by telephone that your application is not approved. Bad checks, several late payments and violation of lease obligations indicate unsatisfactory rental history. If you have no rental history, we will decide based on your background, credit history and ability to pay.

Ability to Pay. Your monthly income should be at least three times your monthly rent. We do verify income figures that you give us if we have any questions. If your ability to pay is unsatisfactory, we will notify you by telephone that your application is not approved. If you have satisfactory credit and rental history, we will consider a co-signer.

Co-signer on Rental Agreement. There are tenants who, for valid reasons, have no credit history, no rental history and no income, but want to rent a home. In this case, we do require a parent, guardian or responsible party to co-sign the Rental Agreement. We do check the credit history of the co-signer and will not approve the tenant's application if the credit history or ability to pay of the co-signer is unsatisfactory. If you have unsatisfactory credit history, rental history and ability to pay, we will not rent to you regardless of a co-signer.

Timing. We will process your application within seven business days, often quicker. If we have difficulty in verifying a rental history or ability to pay, we will explain to you by telephone why we need more time. When your application is approved, we ask you to make an appointment to come to our office, go over the Rental Agreement documents with a property manager and sign them if you agree to all terms and conditions in them.

Length of Rental Agreement. Our Agreements are for one year. Exceptions may be made if the property owner permits. The Rental Agreement you sign governs the length of your occupancy term. Agreements can be renewed for another year or may go on a month to month basis.

Pets. Some of our property owners will allow pets. The pet fee varies by pet and property – minimum of \$250.00 non-refundable fee. If that interests you, ask us which properties allow pets.

Security Deposit. The security deposit is equal to one month's rent. It does not apply to the rent and is refundable if you fulfill all of the terms of the Rental Agreement. If you vacate early, you lose the Deposit.

Agency. We are paid by the owners of each property and we are their agents. As their agents, we represent them and not you. Our obligation is to be fair and truthful to you. **We want to rent to you.**

THANK YOU

I have read and understand the above rental information, policies and procedures. I received a copy.

Property Manager
803-256-7150

Date

Prospective Tenant