



Tenancy Application Processing Policy

Application and Fees

Attached is the application required to process your tenancy request. **Please complete the application thoroughly.** Any items left blank will delay the processing and could result in the denial of your application request. Before we can process your application we must receive ALL of the following:

- Completed and signed Tenancy Application for each adult (18+ years old) living on the property
- Non-refundable application fee (\$45/application paid with **money order, or cashier's check only....Sorry, No Cash Accepted**)
- Copy of applicant's valid driver's license or valid state-issued ID card.
- Copy of current paycheck stub or letter from employer verifying hire date and gross monthly wages.

No applications will be processed until all of the above items are received from all applicants.

A legible, signed, and completed application (and fee) is required for every adult over the age of 18 who will be living in the property or is applying as a co-signer. No application will be processed until all applications have been received.

Application Approval

Application approval is based on income, credit history, length of time on job, landlord references, application completeness, criminal background check, and payment of application fee. If you have any concerns about these requirements, please let us know prior to submitting your application; we may be able to assist you with alternatives before you pay your application fee.

Income

Application(s) may be denied unless rent is no more than 30% of verifiable household income. For income to be verified, applicant(s) must provide verification of SSI, food stamps or child support. Unemployment is never considered income. Income guidelines may be waived at the discretion of Dreamcatcher Properties of Idaho L.L.C. if applicant pre-pays rent for the full term of the lease.

Credit

All information showing on the credit report is subject to verification, including previous address and place of employment. To ensure that all applications are treated the same; Dreamcatcher Properties of Idaho, L.L.C. uses a system to evaluate credit. We evaluate your credit score based on the following system and are approved or denied at our discretion based on the following:

- 600+ Approved (at our discretion)
- 550-599 Increased security deposit and/or co-signer required (at our discretion)
- 0-550 Application Acceptance Program required, contact Dreamcatcher for details on this program.

Criminal Background

A criminal record verification is made on all persons over the age of 18 who will occupy the property. Cause for the application to be rejected include, but are not limited to conviction of (1) Illegal drug or gang involvement of any kind, (2) Any violent act against another person, (3) Vandalism, Arson, etc. (4) Burglary, (5) Criminal Trespass, and (6) Stalking. Any felony within the past 5 years will not be accepted, Any felony older than 5 years will be considered at Dreamcatcher Properties Discretion.

Rental History

Applicant must have good rental referenced for 6-months or more within the last 18-months unless applicant has just sold their home or still owns a home. Relatives are not acceptable as rental references. Application may be denied for evictions, damages beyond normal wear and tear, illegal activity on premises, refusal to re-rent by previous landlord or a balance still owed to previous landlord and any utility companies.

Smoking

All Dreamcatcher properties are non-smoking.

Application Processing Time

We strive to process all applications within 24 to 48 hours. Weekends, holidays, and previous landlords difficult to reach may delay the process. We strive to process all applications as quickly as possible.

Property Availability After Application Approval

If your application is approved, the property is still available to be rented until we receive the required security deposit. We will hold the property for up to 15 days with receipt of the full security deposit and a signed Lease Agreement. Security deposit is NON-REFUNDABLE if you choose not to occupy the property.

Applications and fees can be dropped of in person (8am-5pm M-F) or mailed to the following location:

Dreamcatcher Properties of Idaho
950 Bannock St., Suite 1100
Boise, ID 83702
208-955-6800 voice
208-955-6801 fax

Application Fees are accepted in the form of a cashier's check, money order, cash, or online via Paypal (owen@dreamcatcherprop.com). No personal or business checks accepted

Applicant Signature: _____ Date: _____



DREAMCATCHER

Properties of Idaho L.L.C.
950 Bannock St., Suite 1100 Boise, ID 83702
(208) 955-6800 (208)955-6801 fax

Tenancy Application

Property Information:

Today's Date: _____ How did you hear about this property? _____

Property Applying for: _____ Estimated move in date: _____
(Address) (City)

Lease Duration: _____

Applicant Information:

Legal Name: _____ Abbreviations, Aliases, Maiden Name, or Nicknames: _____
(First) (MI) (Last)

Phone: _____
(Home) (Work) (Cell) (Fax) (Email)

Social Security Number: _____ Date of Birth: _____ Driver's License Number: _____
(Number) (State)

Have you ever been known by another name or used another social security number? Yes No

If Yes, please explain: _____

Residence History (for the past 3 years - attach additional pages as necessary):

Current Address: _____
(Address) (City) (State) (Zip)

How Long at Current Address: _____ Rent Own Monthly Rent/Mortgage: _____

Reason for Leaving: _____

Landlord Contact: _____ Have you given proper notice? Yes No
(Name) (Phone)

Previous Address: _____
(if less than 3 years at current) (Address) (City) (State) (Zip)

How Long at Previous Address: _____ Rent Own Monthly Rent/Mortgage: \$ _____

Reason for Leaving: _____

Landlord Contact: _____ Did you give proper notice? Yes No
(Name) (Phone)

Income / Employment (for the past 3 years - attach additional pages as necessary):

Current Employer: _____ Position: _____

Address: _____ Phone: _____
(Address) (City) (State) (Zip)

Supervisor: _____ Date Started: _____ Pay: _____
 Hourly Monthly Annually

Status: Full-Time Part-Time # Hours / Week: _____ Self Employed Student Retired Unemployed

Other Income: \$ _____ Source: _____ Total Monthly Income (Gross / Pre-Tax): \$ _____
 Monthly Annually

Previous Employer: _____ Position: _____
(if less than 3 years at current employer)

Address: _____ Phone: _____
(Address) (City) (State) (Zip)

Supervisor: _____ Dates Employed: _____ - _____ Pay: _____
(From) (To) Hourly Monthly Annually

Personal Information:

Any Felony Convictions or Adjudications? Yes No Any Drug-Related convictions or adjudications? Yes No

Are you currently using illegal drugs or have you been convicted or adjudicated of the illegal manufacture, possession of, or distribution of a controlled substance? Yes No

Have you ever been convicted or adjudicated of any crime associated with gang activity? Yes No

Is any household member subject to a registration requirement under a state sex offender registration program or law? Yes No

Have you ever filed petition for bankruptcy? Yes No When? _____

Have you ever been evicted or had an eviction notice served to you? Yes No

Do you have any pending / unresolved court matters at this time (other than traffic offenses)? Yes No

If Yes, please explain: _____

Do you require special accommodations or have any Service/Medical animals? Yes No

If Yes, please explain: _____

Vehicle: _____
(Make) (Model) (Year) (Color) (License Number) (State)

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(Make) (Model) (Year) (Color) (License Number) (State)

Additional Occupant Information (who will live in the residence):

Adults to Occupy Property: _____ Any Occupants Smoke? Yes No Any Occupants in the military: Yes No

List All Co-Applicant Name(s): _____
(Additional application **must** be submitted for each co-applicant)

Number of Children under age 18: _____ Minor: _____ Minor: _____
(Name) (Age) (Relation) (Name) (Age) (Relation) (Name) (Age) (Relation)

Minor: _____ Minor: _____ Minor: _____
(Name) (Age) (Relation) (Name) (Age) (Relation) (Name) (Age) (Relation)

Pets: _____
(Additional \$200 (Name) (Type) (Breed) (Size) (Sex) (Age) (Spayed / Neutered?) (Indoor / Outdoor)
security deposit per pet)

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(Additional \$200 (Name) (Type) (Breed) (Size) (Sex) (Age) (Spayed / Neutered?) (Indoor / Outdoor)
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(Additional \$200 (Name) (Type) (Breed) (Size) (Sex) (Age) (Spayed / Neutered?) (Indoor / Outdoor)
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Bank References:

Bank Name: _____ Account # _____ Checking Savings
(Name) (Branch) (Phone)

Bank Name: _____ Account # _____ Checking Savings
(Name) (Branch) (Phone)

Personal References (different than emergency contact / other than a family member):

Name: _____ Address: _____ Phone: _____
(Address) (City) (State)

Name: _____ Address: _____ Phone: _____
(Address) (City) (State)

Emergency Contact:

Name: _____ Address: _____ Phone: _____
(Address) (City) (State)

I, the applicant, declare that the foregoing is true and correct and agree that Landlord may terminate any agreement entered into in reliance on any misstatement made in this application. I have read and understand the attached Tenancy Application Processing Policy. I hereby authorize Dreamcatcher Properties of Idaho LLC, ACRAnet, or Action Collection Services, to verify the above information and to obtain a consumer/investigative credit report as well as conduct a criminal and/or background check at any time now or in the future. I understand that the fee for verifying this rental application is not a deposit or rent and will not be applied to future rent or refunded, even if this application is declined. I, the applicant, understand the Security Deposit must be paid within 24 hours of approval and is NON REFUNDABLE if the applicant does not choose to occupy the property. Rent will begin no later than 5 days after the application is approved or no later than 15 days after the application is approved, with receipt of a signed lease agreement, or upon occupancy.

Applicant Signature: _____ Date: _____