

TENANT POLICIES

If you are interested in applying for an apartment, condo, town home, single-family home or other residence, the following information will be helpful. It will describe the basic policies and procedures that Kismet Property Management, LLC follows in order to provide fair housing. If you find a place that interests you, drive by first, then call us to set up an appointment to see the interior. Appointments are scheduled Monday through Friday 9am-5pm, and Saturday and Sunday by appointment only.

Tenant Requirements

- We require each roommate to qualify for the unit individually. This means that each person will need to earn 3 times that amount of rent per month. There is a limit of two people per bedroom.
- We collect a \$25.00 application fee per adult (any one 18 years and older) who will be living in the unit.
- Our minimum screening procedure includes employment, income, credit check, and landlord references. It may require up to 2 business days to process your application. The approval/finance committee makes the final decision concerning applicant acceptance.

An applicant will be automatically disqualified if:

- There is any money owed to a previous or current landlord for any reason (and restitution has not been made).
- Any of the applicants are in the process of declaring bankruptcy, and the filing and judgments are not finalized.
- There has been a bankruptcy in the past 3 years, and the applicant has incurred more negative debt.
- The applicant receives a poor reference from a previous landlord.
- The applicant has ever been convicted of a felony, arson, or a sex offense.

If an applicant has poor credit, but good landlord reference:

- The approval committee may require 1.5-2 times the security deposit.
- The approval committee may require a Tennessee property owner as a co-signer.

Once an application is approved, we will contact the applicant within 3 days and set up a lease signing appointment. The security deposits and first month rent is due in full at the time of the lease signing. The applicant may pick up the keys at this appointment, or up to seven days later, without incurring additional fees or loss of security money. Kismet will pro-rate the rent from the date the lease is signed.

Rent is due on the **1st** of each month. Rent is late at midnight on the 5th business day of each month, no exceptions. A 10% late fee incurs at 12:01 am on the 6th business day of the month.