

# Marr Management

515 SW Cascade Ave, Suite 5  
Redmond OR 97756  
541-923-8222 /923-8854 Fax

## \$40 Fee Per Applicant ~ Cash Only\*

*Each applicant over the age of 18 is  
required to submit a completed application.  
\*Exact Amount Only ~ No Change\**

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Please complete the entire application and include the \$40 application fee for each adult. Applications are processed as quickly as possible, but may take up to 5 business days. Please note that any false, unclear, inaccurate or missing information will result in a delay in your processing time and possible denial. Applications received without the appropriate fee will not be processed. All application fees are non-refundable. Once approved, your security deposit will be due within 48 hours in order to hold the property. If your security deposit is not received by us within 48 hours, the property will remain on the rental market. If you fail to occupy the property, any deposits received to secure the property will be forfeited.

## Application Policies

- Each applicant is required to pay a **non-refundable** screening fee of \$40 cash.
- We process completed applications in the order in which we receive them.
- We verify income, rental history and employment history.
- We obtain a credit report, a criminal records report and a public records report.
- We may require up to 5 business days to verify information on an application.
- If we are unable to verify information on an application, the application may be denied.
- We determine whether the applicant meets our screening criteria.
- If you have a roommate(s), all applicants must qualify.
- If your behavior during the application process is overly aggressive, confrontational, rude, unprofessional, or otherwise suggestive of someone who won't get along with us or neighbors, we may reject your application.
- An applicant may be denied if any information is misrepresented.

## Screening Process

### ***Complete Application***

- We will not accept or process an incomplete application.
- If a line isn't filled in, or an omission explained to our satisfaction, it will be returned.
- Applicant must provide 2 pieces of identification, one with a recent photo.

### ***Rental Requirements***

- We require positive verifiable rental history of 3 years from unbiased/unrelated sources.
- Applicant **must** provide all information necessary to contact past/current references.
- Landlord references from a parent will not be considered.
- Renters insurance is a requirement of your tenancy. If your application is approved, you will need to bring proof of renters insurance to us at the time of move in.
- If you are a pet owner and the home you are applying for allows pets, a copy of your pet's latest veterinarian record is required at the time of move in. (This document should include vaccination dates, age, breed and spay/neuter information about your pet). A deposit of \$200 per pet will apply. **All pets must be pre-approved.**
- If you have any unpaid utility collections in the last 5 years, an additional security deposit amount will be required.

### ***Income***

- Gross household income must be at least 3 times the rent amount (excluding utilities).
- If a roommate situation is requested, each roommate is required to earn 2 times the rent.
- The denial of one applicant will result in the denial of the entire application.
- Applicant should provide verifiable employment history of 5 years.
- Applicant may be required to provide current paystubs, bank statements and tax records.
- If you are self employed, you must attach proof of income with your application.
- Exceptions may be considered, but will require an increased security deposit amount.

### ***Credit/Criminal/Public Records Check***

- Negative reports may result in denial of an application.
- All applications are processed by a consumer credit reporting agency, which reports bankruptcies, tax liens, garnishments, foreclosures, repossessions, evictions, delinquent credit obligations, collection actions, and criminal activity, including sex crimes.
- Any illegal substance abuser or conviction of the illegal manufacture, distribution or possession of a controlled substance, theft, dishonesty, assault, intimidation, weapons charge, sex crime or any other felony will result in your application being denied.

### ***You Will Be Denied If:***

- You misrepresent any information on the application. (If misrepresentations are found after a rental agreement has been signed, your rental agreement will be terminated.)
- You have a prior eviction
- References report multiple complaints of noncompliance
- References report damage to the property beyond normal wear and tear
- References report repeated disturbance of neighbor's peaceful enjoyment of the area
- You have allowed persons not on the rental agreement to reside on the premises
- You have allowed an unauthorized pet to reside on the premises
- We are unable to verify information on your application
- We are unable to contact your landlord or employer
- Substantial negative information from current and/or previous landlords
- Excessive number of unpaid or neglected collections
- Non-verifiable source of income
- You turn in an incomplete application
- You fail to pay the application fee when submitting an application
- You (your roommate/guest/family) demonstrate aggressive or confrontational behavior
- You have been convicted of a felony

Please review the above criteria. If you feel you meet our requirements, we are happy to process your application. If you are accepted, you will be required to sign a rental agreement in which you agree to abide by the rules/laws listed therein.

Our security deposit amount starts at \$100 more than the rent amount and goes up according to your credit score, employment history and rental history. A deposit of \$200 per pet will apply.

Our mission is to provide the best housing possible for our tenants. If there are any issues when you move into your new home, we would like to hear about them immediately so that we may take the proper steps to ensure a smooth transition.



## List of Fees, Charges and Deposits

1. Application Fee: \$40 Cash per Applicant
  2. Security Deposit: Based On Rent Amount and Screening Results
  3. Additional Security Deposit For Pet: \$200 per Pet
  4. First Month's Rent: Based On Rent Amount and Move In Date
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1. Late Fee: \$75
2. NSF (Non-Sufficient Funds) Fee: \$25
3. Tampering w/Smoke Alarm Fee: \$250 per Occurrence (ORS 479)
4. Non-Compliance Fee: \$50
5. Move Out Inspection Fee: \$25
6. Credit Card Fee: \$5 per Use (Only Visa or MasterCard Accepted)

\*Please Note: The security deposit is refundable except for carpet cleaning and the move out inspection fee. (The carpet cleaning charge is determined based on square footage, spot and pet enzyme treatment). Additional charges for cleaning, damages, unreturned keys/remotes, removal of debris, any unpaid utility bills and any unpaid transactions during your rental history with us may be taken out of the security deposit as well.