

LANDLORDS OF IOWA, INC

RENTAL POLICIES AND REQUIREMENTS

Some areas for consideration in forming selection policies

1. Require photo ID
 Require legal age OR * _____
2. Prior to showing any unit, we require or prefer that prospective tenants:
 Drive by unit
 Complete an Application
 Pay Application fee \$ _____
3. Pets - No Yes
If yes _____ [type, size, weight, etc]
 Pet Deposit (\$150-\$300) OR
 Additional monthly rent (\$25-\$40)
4. Waterbeds No Yes
If yes, Insurance required.
5. Renters insurance required Yes No
6. [3-6] years of rental history -
[Many moves undesirable. No hard-to-verify history]
7. No one allowed to move in immediately.
[No place to live now and/or needs place immediately - undesirable]
8. *Excellent & verifiable LL references
or home-ownership.
9. * (12-15) months of good credit
 Credit Bureau Report required before making final decision. [No credit alerts]
10. *Steady Income from same source minimum of
 (6-12) months OR months
[Spotty employment/frequent changes not desirable]
11. *Sufficient income to afford the unit:
Guideline-Rent/utilities not to exceed 30% gross income OR Income= 3 times the amount of one month's rent PLUS the average of one month's tenant-paid utilities.
12. Type of lease and length of lease required
 Written (recommended) verbal (not recommended)
 Months (6 or 12) month-to-month
Rents quoted- what type/length lease? _____
If willing to accept shorter lease, terms are:
 % (10-15) higher rent
 Lease expiring only in months of _____
(April through August)
13. First Month's Rent -
Accept Vouchers: [City/County Aid, Religious Org/Church, Salvation Army, etc] Yes No.
 1st month required in full Prorate 2nd month
14. Section 8 Yes No
15. Prior to Move-In the following payments should have been made:
 First month's rent Security deposit
 Any other deposits required (Pet, util., etc)
 Paid Util. receipts provided before keys provided
16. Deposit
 Equal to one or two months' rent

Those lacking required rental history pay two months with necessary Co-Signer Agreement.

[Some attorneys recommend separate lease for each single adult tenant]

17. Utilities in
 Tenant's name Non-tenant's name
 Landlord's name [not recommended]
18. Must have NO evictions for:
 Nonpayment of rent
 Excessive damages
 Suspected or actual drug activities
 Serious lease violations
19. Occupancy standards:
 Two people per bedroom.
Landlord sets if not set by City code.

Maximum occupancy Example:

Two occupants per bedroom so a two-bedroom unit could include up to 4 occupants.

20. Tenants should own
 A vacuum cleaner
 A broom
 A sponge mop
Tenants responsible for lawn care must own or have easy access to
 A lawnmower OR pay for service

21. Credit reports before final tenant selection

22. If tenant does not meet all above criteria, LL **MAY** consider acceptable **Co-Signer and/or two months' rent for Security Deposit.

EXCEPTIONS: for refugees and immigrants. Title VIII of Civil Rights Act of 1968; Fair Housing Amendments Act of 1988; Code of Iowa Chapter 216. Landlords/housing providers may not discriminate in renting/selling/providing service because:

1. of **national origin** against US citizens, US nationals and authorized aliens.
2. Of **citizenship status** against US citizens, US nationals, and these classes of aliens with work authorization: permanent residents, temporary residents (individuals who have gone through the legalization program), refugees and asylum seekers.

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