

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 rec.)
 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: [Co. Relief, 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:
 ONE family per unit.
LandLord sets if not set by City code.
Maximum occupancy Example:
Two bedroom unit up to 4 people as follows -
(ONE family per unit)
1 adult 3 children OR 2 adults 2 children
 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.