



CCI Properties
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Saint Paul MN 55104-6263

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www.ccipropertiesmgmt.com

"Constantly Striving To Make Our Best, Better"

Applicant Qualification Criteria

CCI Properties bases its decision to rent to prospective tenants on the following criteria:

- No bankruptcy.
- No judgments.
- No evictions.
- No unlawful detainers.
- No criminal record (except traffic violations).
- No collections (in the last three years).
- No bad debt (in the last two years).
- Verifiable income and credit records: If the information on the application cannot be verified, this is grounds for rejection of applicant.
- Good prior rental history (no previous rental violations: Noise, Parties, Drug Activity, or Police Calls).
- Household income minimum of 2.5 times the amount of rent.
- For rental history, we require applicants to have three years of verifiable address history. Generally we want to exclude roommates and relatives as references, but we do want a continuous address history. Omission of an address is grounds for rejecting applicant. Exception for a first time renter: a co-signer is required.
- Valid identification (ex. Driver's License).

CCI Properties uses the following company to obtain Residential Tenant Screening Service reports:

MCC Group, Inc.
10125 Crosstown Circle, Suite 100
Eden Prairie, MN 55344
Tel: (952) 941-0552

CCI Properties charges a **\$25** Rental Application Fee per applicant (**\$35** if married) for applicant background screening which may include, but is not limited to, criminal background checks, credit history and rental history. Fee is returned to applicant if for any reason prospective tenant is not accepted.

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Rental Application Fee Receipt Slip

Date: _____

Receipt No. _____

Applicant Name: _____

Unit Address: _____

Amount: \$ _____

Cash

Check No. _____

Money Order No. _____

Received by: _____

Marianne Kipp

Rental Application Fee Receipt

Date: _____ Receipt No. _____

Applicant Name: _____

Unit Address: _____

Amount: \$ _____

Cash

Check No. _____

Money Order No. _____

Received by: _____

Marianne Kipp