



## APPROVAL CRITERIA

California West is acting as an agent for property owners and requires that all its clients consider applicants without regard to race, color, ancestry, national origin, religion, sex, marital status, sexual orientation, gender, handicap, familial status, disability, source of income, or any other protected class under relevant law and must also comply with all applicable fair housing laws.

California West approves and denies applicants for specific properties which we manage based on the individual criteria of each property owner whom we represent. Therefore, we cannot accept general applications to rent, nor do we have any general policy that applies to all our properties.

Nonetheless, subject to the individual discretion of our property owner clients, we do recommend that they only approve applicants with good credit histories who earn more than 2.5 - 3.0 times the monthly rent (or the tenant's portion of monthly rent if the tenant receives a government subsidy). We sometimes recommend requiring higher deposits for tenants with blemishes appearing on their credit reports. Some owners accept our recommendations, some do not. Some use formulas, some do not. Some property owners accept guarantors, some do not. Guarantors usually must earn more than 4.0 times the monthly rent and providing proof of assets, i.e real estate or large bank deposits, is also an important factor that we recommend our clients consider.

As part of the application process, we also will call previous landlords, verify employment, and run credit reports. The results of all these considerations are given weight when deciding whether to approve or deny an applicant for a specific property. The weight given to any single factor varies by property owner. If there are multiple applicants for a property then the property owner will choose the most qualified applicant.

Applicants must understand that some property owners require greater credit worthiness than other owners and may give more or less weight to the other factors listed above, so just because you are approved or denied by California West for one property does not mean you will qualify or not qualify for a similar property that is owned by a different person who has different criteria.