Gorge RENTALS
Property Management
Serving the Gorge Since 2001

RESIDENTIAL SCREENING & SELECTION CRITERIA

PRE-QUALIFICATION PROCESS

1. Submit the following:

    _____ Photo ID

    _____ Landlord names and phone numbers   _____ Housing assistance voucher (if applicable)

    _____ Verifiable income (3 times stated monthly rent)   _____ Pet Request Form (if applicable)

    _____ All applicant signatures   _____ Service/Assistance Animal form (if applicable)

2. View the property. Viewings will be rescheduled if above items are not received 24 hours prior to appointment.

3. Pay application fee and submit any additional information within 24 hours of viewing property.

Gorge Rentals will only make one attempt to notify you of incomplete information

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General Information

Your application will not be considered if the information is not completed in its entirety. We review completed applications in the order in which they are received. We prefer that you, or your representative, view the interior of the property before the application is processed. If this is not possible for your circumstance, please contact our office.

Rental units will not be held for any applicant that is not able to sign a lease based on the unit's availability.

Application Policy

☐ Each person 18 years of age or older is required to apply.

☐ Multiple household applications must be turned in together.

☐ A $50 application fee per applicant will be required after pre-qualification and showing appointment.

☐ No cash or personal checks will be accepted. Debit and credit cards and money orders are acceptable.

☐ Processing time is typically 3-5 business days from the time of payment.

☐ Applicants will be notified of application approval via email (or phone if email is not available).

☐ Co-signers will not be accepted.

Rental History

A minimum of two years positive previous rental history from a third party is required. Renting from a family member is not considered verifiable rental history.

First time renters may require a deposit of two times the stated rent rate if all other selection criteria is met.

Home ownership will be verified through tax assessor's records or credit report.

Income and Employment

Monthly household income should equal 3 times the stated monthly rent. If monthly income does not equal 3 times the stated monthly rent, tenancy may be offered with additional rent, additional deposit and/or modified lease terms, at the discretion of Gorge Rentals.

Assets do not equal income. Verifiable income may include, but is not limited to, employment wages, alimony/child support, social security, unemployment, and welfare. Signed job acceptance letters are welcomed to speed up the processing time.

Self-employed applicants will be required to show proof of income through copies of previous year's tax returns.

Must be employed in the same industry for at least the past 6 months, at current or previous employment.

Housing Assistance

Gorge Rentals does work with Section 8 and other federally funded assistance programs. Vouchers must be presented as part of the income verifying process. Monthly household income for those in assistance programs must equal 3 times your portion of the rent amount. Please inquire for eligible properties.

Credit/Criminal/Public Records Check

We conduct a thorough credit, criminal, public records and multi-state sex offender registry check by a third party company (CoreLogic SafeRent). If an application is denied based on poor credit history, the applicant may request a copy of their credit report.

Reasons for Application Denial

Providing false information
Unacceptable or insufficient rental history (2 years minimum)
Source of income cannot be verified (assets do not equal income)
Verified income is not sufficient to meet the requirement
Excessive unpaid collections or more than 50% of reported accounts are delinquent
No outstanding utility, cable or phone provider accounts
Bankruptcies within the last 6 months or negative credit following a bankruptcy
Any criminal conviction that has taken place in the last seven years for any felony, or any misdemeanor involving theft, dishonesty, assault, intimidation, drug-related or weapons charges
Notification on a sex offender registry
Inability to verify information regarding a criminal history
If your behavior during the application process is in any way aggressive or confrontational.
Incomplete application

Approval Policy

Once we have notified you of approval status, **you must respond within two business days**. If you do not we will assume you are no longer interested in the property and move on to the next application.

Approved applications are **valid for 90 days from the date of approval** on any qualifying property in our inventory. Approved applicants on file interested in a newly available property are subject to any applications currently being processed.

Once a rental unit is selected, you will be required to pay first month's rent, a refundable security deposit and a refundable pet deposit, if applicable. If your move in date is after the 15th of the current month, pro-rated rent for the current month plus the next month's rent is due upon move in. **Move in costs must be paid by cashier's checks or money order only.** Subsequent rent payments may be paid by personal check.

All utilities for your new unit must be transferred and account numbers provided prior to signing rental agreement.

Proof of a current Renter's Insurance Policy will be required upon signing the rental agreement. Renter's Insurance must be maintained without lapsing for the entirety of tenancy. Gorge Rentals Property Management is to be listed as an additional interest.

Occupancy Policy

Gorge Rentals Property Management is an Equal Opportunity Housing Provider. We fully comply with State and Federal Fair Housing Laws and limit occupancy based on the number of bedrooms in the unit.

A bedroom is defined as a space that is primarily used for sleeping, with at least one legal egress window and closet space. Two persons are allowed per bedroom. Exceptions are made for children under the age of two.

Additional occupants may be added to an existing lease, provided they complete the application process and are approved and occupancy limits are not exceeded.

No medical marijuana may be grown or consumed on the premises without prior approval. (Title 21 U.S.C. § 801)
No smoking or vaping of any kind is allowed inside the property, garage or storage units. (ORS 90.220; ORS 479.305)

For questions or to submit an application, call 541-387-4080 or email rent@gorgerentals.com.