**HAGER RENTAL MANAGEMENT, LLC**

468 Eastern By-Pass

Richmond, KY 40475

859-623-8482 phone 859-623-2493 fax

Hager Rental is pleased to be a Fair Housing rental company.

We welcome all races, genders, sexual orientations, national origins, religious preferences, handicaps, and familial configurations.

Please feel free to speak with us about any reasonable accommodation you might need.

**Application Procedures for Hager Rental Management, LLC**

1. Qualifying to Rent from Hager Rental Management, LLC:
	1. Rent can be no more than 1/3 of each single tenant’s income.
	2. Must have good rental references from previous landlords.
	3. Must have a positive criminal background report.
	4. Must be able to meet financial obligations on credit report in addition to Hager rent.
	5. Financial obligations on credit report must be up-to-date in payments.
	6. No more than 1 adult per bedroom; or 2 adults and 2 children per bedroom for families.
	7. Must have a co-signer if parents/anyone contributes to income with an allowance.
2. Complete ALL Application Forms:
	1. Application: All application pages. All phone numbers and addresses are the Applicant’s responsibility. Completion of Emergency information must be completed. Emergency contact must be a parent, grandparent, or adult not living with Applicant.
	2. Landlord Verification: If you do not have a current or past Landlord, you must indicate with whom you have been living and why.
	3. Release of Information: All household members 18 years and older must sign the Release of Information.
	4. Income Checklist: All household members 18 years and older must sign and complete each blank.
	5. Income Verification: Applicant needs to provide income verification. Rent can be no more than 1/3 of Applicant’s income.
	6. Signature: Applicant must sign the application form that all information is correct.
	7. Proof of ID is required: Driver’s license, Social Security card
	8. Fee: The cost is $30.00 to have an application processed.
3. To Hold an Address: You have three business days from the day a $100 Hold is placed on a Hager Rental Management, LLC property to return a COMPLETED Application. Failure to do so will result in forfeiting the $100 Hold and the Hold property being advertised “For Rent.”
4. Section 8 Housing: Hager Rental Management, LLC no longer accepts Section 8 Housing. If you have applied for supplements from Section 8, do not apply to rent from Hager Rental Management, LLC.
5. Bed Bugs: If you have had bed bugs in the past six months, you may not rent from Hager Rental Management, LLC unless you are willing to pay for a $600 heat treatment for all of your belongings.
6. Reasons for being denied to live with Hager Rental
	1. FALSE information on an application.
	2. A poor rental reference.
	3. A previous eviction.
	4. Applicant owes a previous landlord
	5. Owing a utility company.
	6. Income less than the required “rent can be no more than 1/3 applicant’s income.”
	7. Applicant has several charges in collections on his credit report with no attempt made to pay.
	8. Tenant is a felon.