



719-648-9345

Andrea@coloradopeakre.com

WWW.ColoradoPeakRE.com

2501 W Colorado Ave #110 Colorado Springs, CO 80904

Application Procedure and Minimum Qualifications

Please be prepared to pay the nonrefundable application fee as outlined in the property listing. In addition to the rental application, you will also be required to provide a copy of a valid form of identification and proof of income. Your application will not be finalized until all items are given.

Access online application at WWW.ColoradoPeak RE.com, click on Rental Vacancies, then "Apply Now" for the property you are applying for. If assistance is needed, please call the office at 719-648-9345

EACH RESIDENT over the age of 18 MUST SUBMIT a **separate** rental application.

Colorado Peak Real Estate, Inc. does not discriminate based on race, color, national origin, religion, sex, familial status or handicap (disability), ancestry, marital status, creed, or any other protected class as defined by state and federal fair housing laws.

HB 19-1106 Compliance:

For our company, the hard costs associated with running an application include but are not limited to: paying our third-party software provider for credit, eviction, income and criminal background history, paying our staff member(s) hourly to process the application, and paying to provide our application processor with a physical desk space, along with software to effectively perform all associated job duties. The labor/time associated with running an application typically includes working with the applicant to ensure the application is completed, communicating with the prospective tenant throughout the application processes, and working to obtain past rental housing references, proof of income, picture identification, photos of pets, etcetera. Hourly staff/labor costs include benefits such as health-care benefits, paid-time-off allotments, and time blocked out for regular training.

Upon quantifying all costs and calculating the out of pocket expenses for running applications, we have determined that it costs us around \$60 per application for processing. However, for the sake of "fairness" and market competition, we have lowered the rate charged to a flat \$45 per adult applying for residence.

Applicants desiring to live together as a single housekeeping unit may qualify for tenancy as a group, in which case the owner or agent has the right to immediately terminate the rental contract when any one member of that group vacates the property.

Applicant agrees that all credit information maintained by owner or agent may be given to any credit reporting service or other agencies authorized to obtain it. Applicant hereby certifies that the information given in this application is true and correct and that any false information given will be sufficient grounds for termination and eviction.

When processing an application, we check credit, background, employment/income, and landlord references. We reserve the right to decline an application or to require additional deposit or co-signer if negative conditions are identified during the screening process. Please be prepared to pay the application fee as outlined in the property listing. In addition to this rental application, you will also be required to provide a copy of a valid form of identification and proof of income.

Probable Disqualifications:

- Income below 3 times the rental rate
- A credit score below 650
- The inability to pay the full security deposit and first month rent up front
- Past evictions (in the past 7 years)
- Monies owed to a past landlords or utility companies (in the past 7 years)
- Bad rental references
- Bankruptcy that hasn't been discharged
- Previous bankruptcy with interim negative debt
- Felonies (violent crime, property crime, sexual crime, or domestic violence) (in the past 5 years)
- False information on rental application





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The Probable Disqualification list above represents some (not all) of the reasons that an application might be declined.

We use a third-party pet/animal policy and screening service. Applicants must go to this link to do their application for their pet and or animal even if it is service animal and or emotional support animal: <https://coloradopeakre.petscreening.com/> Application will not be considered complete until the pet screening application has been completed.

The Application Agreement will be signed by all applicants prior to signing a lease contract. While some of the information below may not yet be applicable to your situation, there are some provisions that may become applicable prior to signing a lease contract. In order to continue with the online application, you'll need to review the Application Agreement carefully and acknowledge that you accept its terms.

1. Application Fee (nonrefundable). You have paid online to our representative an application fee in the amount indicated below, and this payment partially defrays the cost of administrative paperwork. It's nonrefundable.
2. Approval When Lease Contract Isn't Yet Signed. If you and all co-applicants have not signed the Lease Contract when we approve the Application, our representative will notify you (or one of you if there are co-applicants) of the approval, sign the Lease Contract when you and all co-applicants have signed.
3. If You Fail to Sign Lease Contract After Approval. Unless we authorize otherwise in writing, you and all co-applicants must sign the Lease Contract within 12 hours and pay the require deposit and first month rent after we give you our approval, by telephone or by email, or forfeit your approval.
4. If You Withdraw Before Approval. You and any co-applicant may not withdraw your application or the application fee. If you or any co-applicant withdraws an Application or notifies us that you've changed your mind about renting the dwelling unit, we'll be entitled to retain all application deposits as liquidated damages, and the parties will then have no further obligation to each other.
5. Completed Application. An Application will not be considered "completed" and will not be processed until all of the following have been provided to us: a separate Application has been fully filled out and signed by you and each co-applicant; an application fee has been paid to us; If no item is checked, all are necessary for the Application to be considered completed. Copy of ID, 2 most recent pay vouchers.
6. Nonapproval. We will notify you whether you've been approved within 10 days after the date we receive a completed Application. Your Application will be considered "disapproved" if we fail to notify you of your approval within 10 days after we have received a completed Application. Notification may be by email or telephone unless you have requested that notification be by mail. You must not assume approval until you receive actual notice of approval. The 10-day time period may be changed only by separate written agreement. Application fee is non refundable
7. Extension of Deadlines. If the deadline for signing, approving, or re- funding falls on a Saturday, Sunday, or a state or federal holiday, the deadline will be extended to the end of the next day.
8. Notice to or from Co-applicants. Any notice we give you or your co-applicant is considered notice to all co-applicants; and any notice from you or your co-applicant is considered notice from all co-applicants.
9. Keys or Access Devices. We'll furnish keys and/or access devices only after: (1) all parties have signed the contemplated Lease Contract and other rental documents referred to in the Lease Contract; and (2) all applicable rents and security deposits have been paid in full. (3) at time of occupancy
10. By signing, All applicants have viewed the property that the application is being submitted for or applicants understand if they have not seen the property and will not prior to occupancy they are accepting the property in as is condition and Colorado Peak Real Estate, Inc. has no obligations to repair/replace anything in the home that is not considered immediate health or safety hazard.
11. All applicants have reviewed the minimum qualifications stated above and have completed the application to the best of their knowledge and do understand if any information is found to be fraudulent it is punishable by law and the applicants will not be considered nor will any refund of application fee be given and it will be grounds for eviction





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12. By signing this application, applicant understand that Colorado Peak Real Estate, Inc has already received or could receive competing applications during this application process. Colorado Peak Real Estate, Inc. will process all applications. Colorado Peak Real Estate, Inc. will approve the most qualified applicant based on rental history, job history, background information, Credit history, desired date of occupancy, and desired length of lease.

