Invest West Management
Rental Criteria

Commitment to Equal Housing Opportunities at Invest West Management

Invest West Management is an equal opportunity housing provider. As a company, we do business in accordance with the Federal Fair Housing Law and welcome Persons of all Race, Color, Religion, Sex, Handicap, Familial Status and National Origin. All adults who will be living in the property (18 years of age and older) must complete their own rental application. For Invest West Management to accurately process a multi-party application, please notify us of all the names of all associated applicants, including married couples. Online and paper application fees for all properties are $65 per adult and non-refundable.

The Deposit Approval decision can be reached in as little as 24 hours, with full approval typically occurring within 24 to 48 hours. However, this timeline relies on the timely receipt of essential information from all parties involved, including yourself. Please note that the outcome of the deposit approval may hinge on the individual screening report. All timelines are contingent upon the current volume of applications. Additionally, submitting a rental application does not guarantee property hold or approval for residency.

- A consistent and unbiased process is used for rental application reviews, ensuring fairness.
- One application is valid for all Invest West residential properties; only one application per applicant is accepted within 60 days.
- Application processing typically takes 24 to 48 hours, depending on timely information receipt.
- If we receive multiple applications for the same property, they may be screened at the same time. However each application will maintain its original submission order within our system.
- Applicants who meet the screening requirements will be invited to proceed with the leasing process based on the order in which their applications were received.

- Approved applicants have 24 hours to sign the deposit agreement and submit their security deposit upon notification of approval and offer to lease. If not paid within 24 hours, the next applicant party will be considered.
- Failure to provide all documentation as required may result in the application being denied, and/or the opportunity to lease being presented to another approved applicant party.

General Information

- Each applicant must fill out an application individually, and will be required to qualify individually or as per specific criteria areas.
- The following documentation will be required within 24 hours of applying:
  - Current, positive, government-issued photo identification (front and back).
  - Proof of income: A most recent paystub in PDF format or three months of bank deposit statements in PDF format.
  - For new employment, please provide an offer letter.
  - Any additional documentation that may be relevant in order for Invest West Management to complete the applicant screening process.
- Inaccurate, incomplete and/or falsified information will be grounds for a denial of the application.
- An applicant currently using illegal drugs will be denied. If approved for residency and later illegal drug use is confirmed, eviction proceedings will commence.
- Residency will be denied for any individual who constitutes a direct threat to the health and safety of any individual, the rental property, or the property of others.
- All information collected in the application, credit report, and supporting documentation will be used to determine qualification.
- Invest West Management does not accept comprehensive reusable tenant screening reports. Upon submission of the completed rental application, a credit evaluation will be conducted using the consumer reporting agency provided on the rental application.

Deposits

Security Deposits

- A standard security deposit is required to secure a home at all Invest West residential properties. The deposit amount may vary based on the size and type of property.

Pet Rent, Deposits, and Fees

- Pet deposits total $500 dollars per pet.
- Non-refundable pet fee is $250 per pet.
- Non-refundable rent-up fee is $300 per household.
- Pet rent is determined based on Paw Score provided by PetScreening.com. The maximum pet rent is $45 per pet.

Additional Deposits due to Risk Factors

- Additional deposits may be required based on certain risk factors and will be determined per applicant party.

Sight-Unseen Leasing

If an applicant party chooses to reserve a property before it becomes available, the process remains unchanged, including the holding deposit policy. If an applicant decides not to proceed with the leasing process after viewing the property they have reserved with a holding deposit, that deposit will be considered non-refundable.

Occupancy Policy

- Occupancy is based on the number of bedrooms in a unit (a bedroom is defined as a habitable room that is intended to be used primarily for sleeping purposes, contains at least 70 square feet and is configured so as to take the need for a fire exit into account).
- The general rule is two persons are allowed per bedroom. Owner/Agent may adopt a more liberal occupancy standard based on factors such as size and configuration of the unit, size and configuration of the bedrooms, and whether any occupants will be infants.

Co-Signer Policy

If applicant(s) do not meet the income and/or credit requirements, an immediate family member or guardian may co-sign for qualification purposes. Co-signers must have a credit score of at least 700, pass the residential history and criminal background checks, and have income that is at least five times the monthly rent in Washington and Oregon. All elements of

Invest West Management's criteria are relevant for a co-signer application, which also includes the following:

- Twenty-four (24) months of verifiable employment will be required if used as a source of income.
- Co-signer shall not have any late payments or notices of non-payment within one year or the application will result in a denial.
- Co-signer shall not have any dishonored payments within one year or the application will result in a denial.
- Eviction-free history is required.
- No negative debt including medical and/or student loans is required.
- Any criminal convictions within the last seven years will result in a denial.

Credit Score & Income Criteria

- A minimum credit score of 600 is required for all single-family properties. A credit score between 600 - 699 will require an additional security deposit equal to 50% of one month's rent. A credit score of 700+ may be approved with normal security deposit and fees. Credit scores of 599 or below will result in a denial for all single-family properties.
- For multi-family properties, a minimum credit score of 500 is required. A credit score between 500 - 549 will require an additional security deposit equal to 50% of one month's rent. A credit score of 550+ may be approved with normal security deposit and fees. Credit scores of 499 or below will result in a denial for all Invest West properties.
- Five or more unpaid collections (not related to medical expenses or student loans) totaling $500 or greater each will result in a denial of the application.
- Negative or adverse debt equaling or exceeding $5,000.00 will result in a denial of the application.
- Discharged bankruptcy reporting in the last five years requires an additional deposit equal to one month's rent. An open or pending bankruptcy case will result in a denial.
- If an applicant provides insufficient information for a consumer credit report to be obtained, it will result in a denial of the application. If the reason a credit report is not obtained is due to providing an ITIN, an additional security deposit equal to one month's rent will be required.
- Combined household monthly income must be equal to at least three (3) times the stated rent and must come from a verifiable, legal source for single-family and standard multi-

family properties. For multi-family properties with modified income requirements, combined household monthly income must be equal to at least two (2) times the stated monthly rent. Applicants who do not meet this requirement will not qualify.

- Applicants using self-employment income will have their records verified through the State Corporate Commission and will be required to submit records to verify their income, which records may include the previous year's tax returns.
- All sources of income, as defined by local and state law, will be considered.

Rental History

Twelve months of verifiable contractual rental history from a current unrelated, third-party landlord or home ownership, is required. Less than twelve months verifiable rental history will require an additional security equal to one month's rent, or an acceptable co-signer. Supplemental documents such as a rent ledger may be accepted and must include the name of all leaseholders. If prior rental history references are not released within 24 hours, additional deposits will be required.

- Rental history reflecting any past due or unpaid balances to a landlord will result in a denial of the application party.
- Two or more late payments and/or notices of non-payment of rent within the last 12 months will result in a denial of the application party.
- Two or more dishonored checks within the last 12 months will result in a denial of the application party.
- Two or more noise disturbances or any other material non-compliance with the rental agreement or rules within the past 12 months will result in a denial of the application party.
- A history of past-due mortgage payments will result in a denial of the application party.
- Any landlord that reports insect infestation, including bed bugs, will result in a denial.

Eviction History

The applicant party must have eviction free history for the last five years. Eviction actions that were dismissed or resulted in a judgement for the applicant will not be considered.

Criminal Convictions

A single conviction for any of the following will be grounds for a denial of the rental application party:

- Felonies involving murder, manslaughter, arson, rape, kidnapping, child sex crimes, or manufacturing or distribution of a controlled substance.
- Felonies not listed above that involve: drug-related crimes, person crimes, sex offenses, crimes involving financial fraud, including identity theft and forgery, or any other crime if the conduct for which the applicant was convicted or is charged is of a nature that would adversely affect the property of the landlord or a tenant, or the health, safety, or right of peaceful enjoyment of the premises of the residents, the landlord, or the landlord's agent, where the date of disposition has occurred in the last seven years.
- Misdemeanors with a disposition date within the past five years, including those related to drug offenses, crimes against persons, sex offenses, domestic violence, restraining order violations, stalking, weapons offenses, criminal impersonation, possession of burglary tools, or financial fraud.
- Misdemeanors not listed above, involving theft, criminal trespass, criminal mischief, property crimes, or any other crime of the conduct for which applicant was convicted or is charged is of a nature that would adversely affect the property of the landlord or a tenant, or the health, safety, or right of peaceful enjoyment of the premises of the residents, the landlord, or the landlord's agent, where the date of disposition has occurred in the last three years.

Individualized Assessments

If any applicant has a conviction that would disqualify them under these criminal conviction criteria and desires to submit additional information to Invest West Management along with the application so that Invest West Management can engage in an individualized assessment upon receipt of the results of the public records search and prior to denial, the applicant should do so. Otherwise, the applicant may request a review process after the denial has been determined.

Invest West Management will engage in an individualized assessment of the applicant's convictions if the applicant has satisfied all other criteria and has submitted supporting documentation prior to the public records search, or applicant is denied based on a failure to satisfy the criminal criteria and has submitted a written request along with supporting documentation.

Supporting documentation may include:

- Letter from Parole or probation officer
- Letter from a caseworker, therapist, counselor, etc.
- Certifications of treatment and/or rehabilitation programs
- Letter from an employer, teacher, etc.
- Certification of trainings completed
- Proof of current employment
- Statement of the applicant

Invest West Management will consider relevant individualized evidence of mitigating factors, which may include: the facts or circumstances surrounding the criminal conduct; the age of the convicted person at the time of the conduct; time since the criminal conduct; time since release from incarceration or completion of parole; evidence that the individual has maintained a good tenant history before and/or after the conviction or conduct; evidence of rehabilitation efforts. Invest West Management may request additional information and may consider whether there have been multiple convictions as part of this process. Invest West Management will notify the applicant part of the results of Invest West Management's review within a reasonable time after receipt of all required information.

Immediate Disqualifications

- Active, non-discharged bankruptcy action
- Withheld or falsified information
- Eviction less than five years (and not included in a bankruptcy)
- Housing-related debt
- Rental reference that would not re-rent for documented reasons
- Conviction of any crime that requires lifetime registration as a sex offender

Restricted Pet Breeds

Invest West Management understands the important role your companion plays in your life. Breed and animal restrictions will vary by individually-owned property. Standard domestic animals such as cats and dogs are acceptable. Invest West does not allow birds, reptiles, or aquatic animals within our properties. Please review the list below of animals (and any hybrid or mixed breed thereof) that are strictly prohibited:

American Bulldog	Dogo Argentino	Rottweiler
American Bully	German Shepherd	Siberian Husky
Belgian Malinois	Great Dane	St. Bernard
Cane Corso	Karelian Bear Dog	Terrier (Staffordshire)
Chow Chow	Malamute	Wolf Hybrids
Dalmatian	Mastiff	Exotics Animals
Doberman	Pit Bull	Presa Canarios
		Akita

We use an independent, third-party pet screening vendor for all our tenant prospects. To help ensure that all of our residents understand our pet and animal-related policies, we require everyone to complete a third-party screening and review process regardless of having a pet or animal. This process ensures we have a formalized pet and animal-related policy acknowledgement and accurate pet/animal records.

There is a nominal fee for a household Pet Screening pet profile. This is a separate charge from the rental application fee. There is no ($0) charge for an assistance animal accommodation request and no ($0) charge for a 'No Pet/Animal' profile.

Please visit https://investwestmanagement.petscreening.com to get started.

Vancouver Corporate Office
12503 SE Mill Plain Blvd, Suite 260
Vancouver, Washington 98684
(360) 254-5700
reception@iwminfo.com
www.iwmrentals.com
Sep 8, 2025