



PO Box 355 Grandville, MI 49468  
[info@616rentals.com](mailto:info@616rentals.com)  
616.822.6536

### Rental Application Fee Disclosure Statement

Dear Applicant:

Before you fill out the attached application, there are several items you should be aware of so that you clearly understand the procedures and fees pertaining to the application.

1. We charge each adult applicant a **\$40** application fee for performing a credit and criminal background check, confirming current employment and past tenant history, and contacting references in order to cover the following expenses: credit and criminal background check (\$20- Grand Slam Investigations), confirmation of employment (\$10- 616 Rentals LLC), and checking past tenant history (\$10- 616 Rentals LLC).
2. The name and contact information for the person, screening agency, or third party used is listed below:

Grand Slam Investigations	616 Rentals LLC
1971 E. Beltline Ave NE	PO Box 355
Suite 106-139	Grandville, MI 49468
Grand Rapids, MI 49525	(616)822-6536
(231)359-1555	

Our decision to deny or accept your application for this rental unit will be based on the following criteria. To accept your application, we require:

- Two of applicant's most recent paycheck stubs, a copy of your driver's license, and a copy of your social security card.
- All information on the application be complete and accurate
- The applicant must have a verifiable monthly take home pay or other legal and verifiable income equal to or greater than three (3) times the monthly rent. (Exception provided with a qualified personal Guarantor- Must pass credit screening for an additional \$20 fee)
- The applicant must not have unpaid debit collections, excluding medical or educational collections, greater than \$500 within the past 12 months.
- The applicant must not have a bankruptcy, excluding dismissed or discharged bankruptcies, within the past 60 months.
- The applicant must not have any past due payments exceeding 30 days for personal credit, including but not limited to car loans, credit cards, personal lines of credit, trade accounts, etc.
- The applicant must not have more than \$2,500 in garnishments within the past 60 months.
- The applicant must not have any repossessions or money judgments within the past 60 months.
- Credit score of at least 600 (Or of qualified Guarantor)
- Employment at current job for at least six months (Exception provided with a qualified personal Guarantor- Must pass credit screening for an additional \$20 fee)
- Positive Tenant reference from all previous, non-related landlords
- Applicants will be denied tenancy if they have been convicted of any of the following crimes:
  - Terrorism, Murder, Kidnapping, Check Forgery or Related Crime, Child Pornography, or Arson
- Applicants will be denied tenancy if they have been convicted of any of the following crimes within the past 10 years:

- Endangering Children, Narcotics Activity, Gang or Related Activity, or Probation or PPO Violation
- Applicants will be denied tenancy if they have been convicted of any of the following crimes within the past 5 years:
  - Prostitution or Prostitute Solicitation, Fraud, including ID Theft, Receiving or Possessing Stolen Property, Disorderly Conduct, or Drunk Driving
- Applicants will be denied tenancy if they have been convicted of any of the following crimes within the past year:
  - Environmental Crimes, Marijuana Offenses, Corruption of Minors, or Mischief, including Property Damage
- No evictions within the last five years
- No balance due to previous landlords
- The applicant's current/previous landlord(s) would enter into another lease with the applicant.

If you believe you will not pass the screening criteria as described above, we recommend that you DO NOT complete the application and pay the application fee.

3. Applications are processed in order received on a first come, first serve basis.
4. In the event the rental unit that you applied for is not available, you agree that we may place you on our waiting list.
5. A holding fee of one month's rent will be required within 7 days of your acceptance to rent the premises. If the holding fee is not paid in this time frame, we will begin to accept other applications for the premises. Once the lease begins, the holding deposit will be transferred to your security deposit.
6. Should you choose to withdraw your application at any time after the application and fee have been submitted, all monies will be forfeited.
7. This unit is a no pet and no smoking unit. Marijuana may not be smoked in or grown at this unit. All lessees/tenants at this property must abide by the lease and any rules as published, provided or posted. All applicants that are required to sign the lease must pass the following screening criteria.
8. The following is a list of resources provided by the City of Grand Rapids for those seeking assistance with the rental application process: The Rental Assistance Center Campau Commons Apartments 821 S. Division Street Grand Rapids, MI 49503 (616) 235-2879
9. In the event you are not offered the rental unit applied for, you will receive a notice explaining the reason or reasons that the rental unit was not offered to you along with a list of resources that you may use to assist with future application processes. Any correspondence related to this Disclosure Statement will be sent to the above Applicant's Address by US Mail.

**“Within thirty (30) days of receipt of a denial, the applicant may, if a person believes the City of Grand Rapids rental application fee ordinance has been violated, complete and file a complaint form with the City of Grand Rapids Code Compliance Department, 1120 Monroe Avenue NW, Grand Rapids, Michigan 49503.”**