

TED W. ALLEN &
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WHY SCREEN

► **COST SAVINGS**
the price you pay for a bad tenants can have a significant impact on the bottomline

► **RESIDENT RETENTION**
you can bet when the bad moves in, the good moves out

► **REDUCED CRIMINAL ACTIVITY**
who wants to move into a property that criminals operate out of? Protect your property and residents

► **REDUCED PROPERTY DAMAGE & REPAIR**
evictions may result in retaliation, abuse or neglect that can add up to big repair costs, months of uncollected rent while repairs made, etc

► **BIRDS OF A FEATHER**
bad tenants have friends too and they'll make sure to let them know how easy it is to move in

Tenant Screening

VOLUME 1, EDITION 9



Spotting A Trouble Tenant

The cost of trouble tenants is often hard to completely measure. From damaged property, to lawsuits, to dragged out evictions, the ability to recognize the warning signs before the lease is signed is critical. Below are some suggestions for safeguarding your residents and property obtained from the website:

Before Your Offer The Leasing Application

Many problems can occur before the applicant is even a tenant. For example, if the application has been submitted and you feel the prospective tenant may cause problems and in turn deny their application, they can sue and claim the application was denied for reasons other than the ability to pay rent. How can this situation be avoided?

*First speak with the prospective tenant extensively and learn as much as possible before offering the opportunity to fill out a leasing application

*Ask lots of questions, current and previous employment, income, leasing history, etc.

*What's your gut feeling on the type of person they are, (e.g. friendly, easygoing or defensive, reactionary, etc.)

*If you have any red flags or reservations following you interview, "DO NOT" give them a rental application. Take their phone number and tell them you'll contact them.

*When giving a rental application, also provide a letter outlining exactly the selection criteria. Always verify a prospective tenant's income, current and previ-

ous employment, credit report, criminal background check, eviction history, etc.

The Application Has Already Been Submitted

OK, the rental application has already been submitted, what can be done if you feel you have a trouble tenant on your hands?

*Mail them a written notice rejecting their rental application

*Keep all written records with regards to application (credit report, rental history, work history, and any other collected)

*Information is priceless to support a denial and making an educated decision

Legal Advice

"Know" your corporate legal policies for screening and applications. Seek advice as needed.

Screening More Important Than Ever!

With many multi-family markets seeing reduced occupancy totals, there is a strong tendency for companies and employees tasked with filling apartments to relax screening efforts. In many cases, this is also seen as a cost saving measure to reduce the expenses for data service companies per-

forming background, criminal, and financial checks. "Don't" make this mistake. What most companies tend to overlook is that eviction rates have also risen significantly during the down turn in the economy making the benefits of screening more crucial to protecting your bottomline.

Vigilance is what is needed in today's competitive multi-family market place to ensure you are leasing and retaining the best renters. Increased eviction rates often result in lost income, legal costs, and unit repairs which may far exceed any cost savings achieved by relaxed screening.