



**Re: Requirements for Renting a Property through Iron Key Realty**

Below is a checklist of requirements in order to be considered for one of our properties:

- Income - Generally, we require the total household income (after taxes) to be above 3 times the amount of monthly rent.
- Rental Reference - All applicants must have a current or previous rental reference showing timely payments, move-out notice given, and returned property in good condition.
- Evictions - We will consider previously evicted tenants, as each situation is unique. However, we will only consider evictions without high remaining balances.
- Rental Application- Each occupant must submit an application through our website and pay the \$75 application fee. Each person over 18 will need to complete this process.
- Credit and Background Check - Once your application is received, you will receive an email to confirm and authorize Iron Key Realty to run a credit and background check. This is a “soft pull” and will not affect your credit score. Every person over 18 will need to complete this process.
- Utilities - Generally, utilities are not included in the monthly rent (unless specifically stated in the rental listing). Therefore, tenants must not have high balances with utility companies and must be able to turn on utilities on in their name prior to receiving possession of the property.
- Once you have submitted an application through our website, email the following documents to [IronKeyKC@gmail.com](mailto:IronKeyKC@gmail.com) in **one email**. Your application will not be considered until we have all of the corresponding documents and are able to verify your rental reference.

Rental Reference - Complete the top half of the Rental Reference Form using your current and/or previous landlord’s information.

Employment Verification - Provide the last three paystubs for every person over 18.

Income Verification - Provide last two months of bank statements. Every person over 18 will need to complete this.

Photo Identification - Provide a copy of your driver’s license by taking a picture. Every person over 18 will need to complete this process.

\*Iron Key Realty does not discriminate on the basis of race, color, creed, national origin, marital status, age sex, source of income, sexual orientation or any other form of discrimination prohibited by law.