



Tenant Selection Criteria

It is our policy to rent our units in compliance with the federal, state, and local fair-housing laws.

The following criteria apply to all potential applicants:

A non-refundable application fee of \$50 for each applicant (18 yrs and older) must accompany the application. Applications will be done at www.SiennaProperties.com

If your application is approved, there is a \$75 Lease Preparation Fee. At any renewal, tenant agrees to pay a \$50 Lease Extension Fee. These cover the cost and time associated with preparing and signing the necessary contracts.

Tenant Liability Insurance is REQUIRED and may be purchased through Sienna Properties for \$12.00 per month. See below for more information regarding this requirement.

One completed application must be submitted for each adult (18 yrs and older) who plans on occupying the property. This applies to any applicant, whether married, related in some other way, or unrelated.

Verifiable identification: A current government issued photo ID is required with each application

Sufficient income-to-rent ratio: At least ONE applicant must have income 3 times the amount of the rent to qualify. Incomes may not be combined unless you are married.

Must have at least 6 months steady work history and must be verifiable.

Self employed must provide the 1st page of the last 2 year's income tax return.

Acceptable credit rating: Demonstrates financial responsibility. Foreclosures or Discharged bankruptcies may be acceptable.



References: Names and telephone numbers to verify income sources and current and previous residences.

Rental History: Applicant has successfully owned or rented another property and paid rent on time. Relatives are not accepted as a landlord reference.

Credit: A credit report must be processed on all applicants 18 and over. A credit score of 600 or better is preferred.

No Lease Guarantors will be accepted. Applicant must qualify on their own.

No more than ONE unrelated roommate allowed.

Pets: No puppies, no dangerous breeds, no cats less than 2 yrs and must be de-clawed, 35 lb weight limit, 2 pet max: \$300 non-refundable Pet Admin fee per animal.

Qualifying Criteria: Based on prior 3 years

Foreclosure	Double security deposit
Dismissed Bankruptcy	Double security deposit
More than 50% negative credit	Double security deposit
50/50 positive-negative credit	1 and 1/2 security deposit
Good credit / good rental history	Single security deposit
Good credit / no rental history	Double security deposit
No rental / no credit	Double security deposit

Automatic denial: Prior eviction, any felony within the last 5 yrs, any family violence, falsification of any information on the application, incomplete applications, judgments from prior landlord.

All tenants are responsible for the lease in its entirety, not just a portion.

Property is in as-is condition unless otherwise indicated in writing at time of application.



BUYING. SELLING. LEASING. LIVING

Sienna Properties does business in accordance with the federal, state, and local fair housing laws and does not discriminate against any person based on race, color, national origin, religion, familial status, mental or physical disability, status as student, marital status, sexual orientation, gender identification, or age.

I / we have read and fully understand the above tenant selection criteria

Applicant

Date

Applicant

Date

Applicant

Date



Landlord Approved Platinum Tenant Liability Insurance

Required Property Damage Liability Insurance: NOTICE! All Tenants are required to maintain property damage liability insurance on behalf of the Landlord and Property Manager. Coverage is required in the amount of One Hundred Thousand Dollars (\$100,000.00) for damage to both Landlord's and third parties' property with the provisions covering at least the perils of fire, smoke, explosion, accidental water discharge and sewer backup. **Tenants are required to name Sienna Properties as an "Interested Party".**

Such a policy shall be written not contributing with, and not in excess of coverage that Landlord may carry, and must waive all rights of subrogation against Landlord and Property Manager. It is agreed that Landlord carries insurance for its protection, and that the Tenant is not a beneficiary of such insurance. Tenant shall be responsible to Landlord for all costs of repair for damages as stated in the Lease regardless of existing Landlord insurance.

Tenants may OPT OUT of purchasing this required insurance through landlord's preferred insurance provider at any time by providing written proof of the following three items:

1. Evidence of Required Insurance levels to show the Policy is in effect, when it will start & end, and who is named on the policy.
2. Sienna Properties must be named as an "Additionally Interested" party to the insurance binder provided by the tenant.
3. The Tenant Liability coverage has to be equal to or greater than: \$100,000 in Tenant Liability Coverage to the Property.

Cost through Sienna Properties: \$9.00 per month plus a \$3.00 per month administration fee for a total of \$12.00 per month, per home. Tenants are required to carry Tenant Liability Insurance. Unless a Tenant Opts Out of this insurance by following the steps above, a policy will be automatically provided to the Tenant for \$12.00 per month.

Using an Insurance Provider Outside of Property Manager Preferred Vendor: Tenant has the right to Opt Out of this requirement by providing adequate coverage as illustrated above and approved by Sienna Properties prior to lease execution.



Failure to Maintain Insurance: If the tenant's coverage for their independently self-procured tenant liability insurance is lapsed by either non-payment or non-renewal after lease execution, Sienna Properties will place that tenant under this program by default for \$12.00 per month plus a one-time \$75.00 set-up fee.

In the Event of a Claim:

Start a claim by going to this site: <http://tenantllclaim.com> or call 1.844.277.6640.

Coverage Notice: By electing the Tenant Liability Insurance through Landlord's preferred provider via the automatic program set forth above, Tenant will not be listed as a named insured under the Landlord's policy. **The Tenant Liability Insurance policy is not designed to replace a Renter's Personal Insurance Policy. No coverage is provided to insure tenant contents with this policy.**

Platinum Tenant Liability Policy

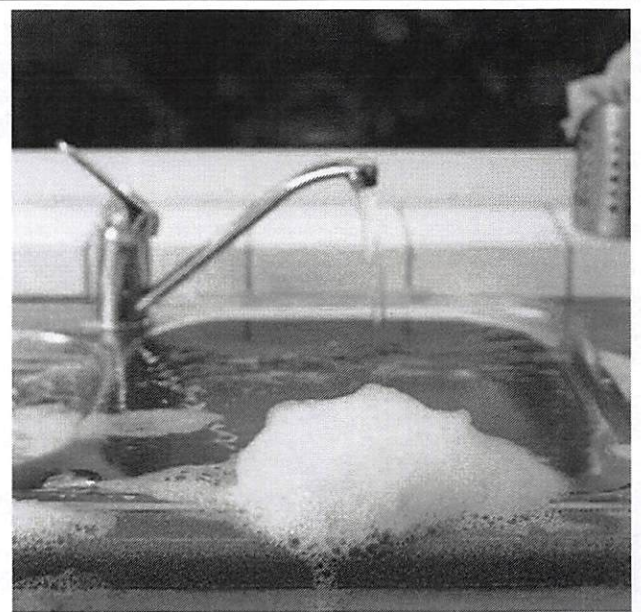
- ☒ Satisfies the Lease Requirements
- ☒ \$100,000 in Tenant Liability Coverage
- ☒ \$12.00 Per Month
- ☒ \$250 Deductible

Landlord Required Insurance

The Landlord requires all Tenants to carry a Tenant Liability Insurance policy that will offer the Landlord \$100,000 per occurrence in coverage for tenant liability damages resulting from fire, smoke, explosion, backup or overflow of sewer, drain or sump, water damage, falling objects and collision with vehicles.



The Platinum Tenant Liability Policy satisfies all
Landlord Requirements



NPM **NATIONAL**
PROPERTY
MANAGEMENT
NETWORK

LANDLORD REQUIRED TENANT LIABILITY INSURANCE

WHAT IS THE PLATINUM TENANT LIABILITY POLICY?

The Platinum Tenant Liability Policy offers coverage for tenants of single family homes by providing additional liability coverage giving tenants the ability to protect themselves against accidental damages to a home they do not own. This coverage fulfills the lease obligations from negligently caused damages associated or caused by the tenant.

WHAT IS THE COST?

\$9.00 Per Month – Per Home, plus a \$3.00 Monthly Admin Fee, for a total of **\$12.00 Per Month**.

WHAT DOES THIS POLICY COVER?

This policy offers protection from accidental or negligent damage associated with the perils of fire, smoke, explosion, backup or overflow of sewer, drain or sump, & water damage of up to \$100,000 per occurrence with no aggregate limits.

ARE WE REQUIRED TO OBTAIN THIS INSURANCE?

Yes. The Landlord requires coverage of \$100,000 per the lease agreement. Tenants may opt out of this coverage by obtaining a similar policy from their own insurance company of choice. Or – they can do nothing, and this coverage will be added to their monthly payment automatically.

HOW DOES A TENANT BENEFIT FROM THIS COVERAGE?

The Tenant is protected against accidental incidents within the home that would be the fault of the tenant. In the event of an incident without this required insurance, the Landlord would be forced to make a claim with the Landlord's insurance company. Under that claim, the Landlord's insurance company would then seek legal action against the tenant to get reimbursed for the claim.

HOW IS THIS COVERAGE DIFFERENT FROM RENTER'S INSURANCE?

The standard HO-4 Policy, more commonly known as "Renter's Insurance", only covers contents for the Tenant inside the rental home and may only offer some liability protection if any. However, with most Renter's Insurance policies, if there is a claim for damage to the home from tenant negligence, the Landlord's insurance would have to cover the loss.

DOES THIS POLICY COVER ANY OF THE CONTENTS OF MY HOME?

NO. We encourage all residents to seek out Renter's Insurance to specifically cover their personal contents inside their home & vehicles.

IS MY PROPERTY MANAGER AN INSURANCE SALESPERSON?

NO. Your property manager is not a licensed insurance salesperson.

Platinum Tenant Liability Policy

HOW MUCH IS THE DEDUCTIBLE?

In the event of a claim, the Tenant would have a \$250 per occurrence deductible portion from the settlement.

WHY DO I WANT THIS COVERAGE?

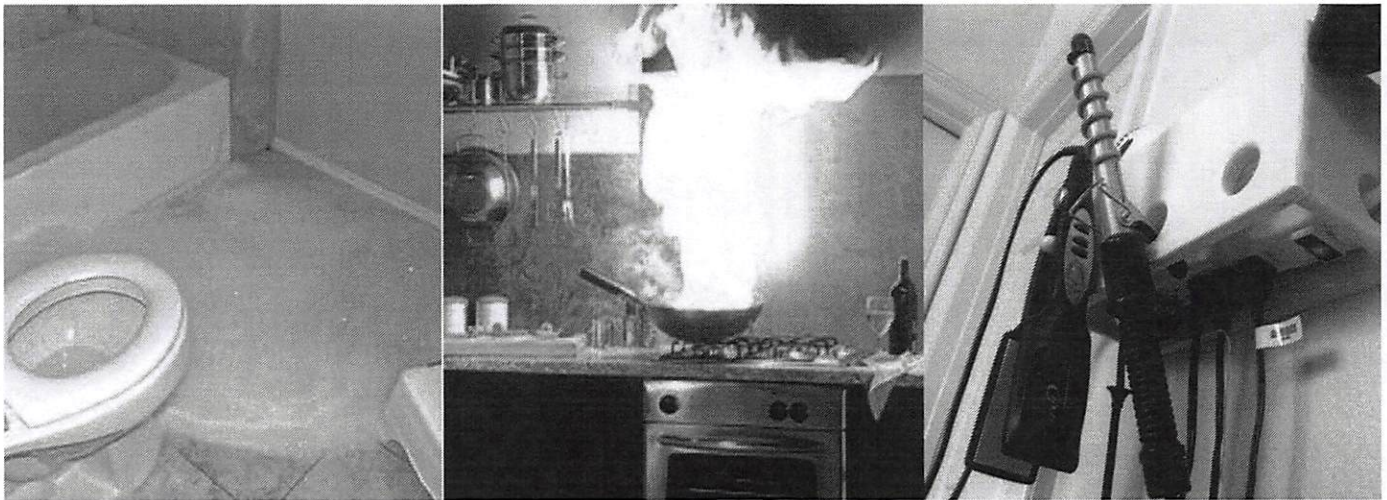
The Platinum Tenant Liability Coverage is a streamlined method to meet the Landlord's requirement in the lease to provide the required liability coverage. By opting into this policy through the lease, Tenants meet the required coverage of \$100,000 per occurrence and indemnify themselves from further legal action resulting from a loss to the property associated with a claim.

AM I ALLOWED TO OPT OUT OF AUTOMATICALLY BEING ENROLLED?

Yes. The Landlord only requires you have the lease mandated adequate coverage of \$100,000 in Tenant Liability Insurance. Should you want to Opt Out of this program at lease execution, provide the Landlord with Proof of Insurance naming the Landlord as an "Additionally Interested" party and covering the \$100,000 per occurrence.

WHO IS BACKING THIS INSURANCE?

The Platinum Tenant Liability Insurance is backed by Beecher Carlson Insurance company out of Atlanta, GA.



Platinum Tenant Liability Policy

BEECHER  CARLSON

NPM **NATIONAL**
PROPERTY
MANAGEMENT
NETWORK

BEECHER CARLSON, Broker
Platinum Tenant Liability Policy
Claims & Support Department
<http://tenantllclaim.com>
(844) 277-6640
(303) 549-9149

This **Platinum Tenant Liability Policy** program is available exclusively for residential properties under management by members or affiliates of National Property Management Network, LLC. For further information or inquiries about membership in NPMN visit: www.NationalPropertyManagement.com