



TENANT FINDER™ PROSPECT QUALIFYING CHART

Screening Category	NOT GOOD	AVERAGE	EXCELLENT
MONEY <small>Notes:</small>	<p align="center">NEVER 0 Points</p> <p>Does not have the money needed to cover the first month's rent, security deposit and/or other move in expenses. Income is not sufficient to pay the rent, utilities plus the living expenses. Can not raise a deposit until the pervious landlord returns the security deposit.</p>	<p align="center">2 Points</p> <p>Income is marginal. Has the deposit, to put down in advance but may have to wait until just before the occupancy date to raise the balance. Negotiates the price by nickel & diming you on defects on the property... Offers to exchange improvement work for rent.</p>	<p align="center">3 Points</p> <p>Income easily covers the monthly rent. Giving you the deposit and the first month rent is not an issue. May negotiate or require certain items be fixed, but not worried about making a reasonable investment in the property to make it home.</p>
PEOPLE	<p align="center">0 - 1 Point</p> <p>Excessive # of people. Unacceptable pets. Poor attitude. Uncooperative answering questions. Appearance. Excessive vehicles or truck(s). Smoking. Car is an eyesore.</p>	<p align="center">2 Points</p> <p>Seem OK but not volunteering information. # of people at the limit. Their pet worries you. Smoking. Borderline Manners & Attitude. Makes demands you are uncomfortable with.</p>	<p align="center">3 Points</p> <p>Totally cooperative and pleasant. Neat and clean appearance. No smoking. No pets. Respectful.</p>
CREDIT	<p align="center">0 - 1 Point</p> <p>Judgments. Eviction. Bankruptcy. Collection accounts. Not willing to fill out application and allow credit report. Poor credit score.</p>	<p align="center">2 Points</p> <p>Some accounts have been late, some small accounts currently late. No bankruptcies. May have a paid judgment. Average credit score.</p>	<p align="center">3 Points</p> <p>Well established credit. All accounts current. Low amount of debt. No records of any derogatory credit. High credit score.</p>
TENANT	<p align="center">NEVER 0 Points</p> <p>Complains about current landlord. Been in court with landlord(s). Knows all about landlord tenant law. Already complaining and challenging rules. Changes subject to distract you from your screening questions.</p>	<p align="center">2 Points</p> <p>Problems in the past, but is open and answers questions truthfully. No real problems. Slightly defensive and on guard. May ask why you are asking these questions, but still cooperative.</p>	<p align="center">3 Points</p> <p>Happy to provide references from employer and past landlord(s), or have you look at their current home. Organized people. Former homeowner. Willing to take on responsibilities.</p>
TIMING	<p align="center">0 - 1 Point</p> <p>In a rush. Needs rental before you can deliver. Or: Has no set moving date. Just shopping. May move in the next few months.</p>	<p align="center">2 Points</p> <p>Lease date causes loss of ½ - 1 month rent. Early Lease date makes it difficult to do planned work on rental.</p>	<p align="center">3 Points</p> <p>Dates work for both parties. Tenant willing to pay for any overlaps between rentals.</p>

Evaluate each category as it relates to your prospect and assign a point value. If in doubt, about a point, pick the lower number. Add up the points to get a total score.

- Any score below 9 is not acceptable.
- Prospects scoring in the range of 9 – 11 are the tenants that can occupy most of your property management time.
- The most successful landlords always rent to prospects in the 12 – 15 range.

TOTAL SCORE: