



ALLIANCE PROPERTY MANAGEMENT, INC

3578-E HARTSEL DRIVE, #307 • COLORADO SPRINGS, CO 80920 • ALLIANCECOLORADO.COM • (719) 355-8688

Application Process Instructions

- REVIEW APPROVAL CRITERIA:** Located on our website, under the Tenant page. If you meet the criteria and after you have viewed the home, proceed with the application process below.
<https://www.alliancecolorado.com/tenants>.
- APPLY ONLINE:** After viewing the home in person, go to www.alliancecolorado.com and select “Tenant” menu option. Review our Approval Criteria located on our website. IF YOU MEET THE CRITERIA, then click “Apply Online” to complete your rental application. Complete a **separate** application for each occupant 18 years and older.
- REGISTER YOUR PET/ANIMAL (if applicable):** View our [Pet Policy/FAQ](#) on our website, located on the Tenant page. You will be required to register your pet/animal. If you have a pet, there is an additional per pet application charge which is administered by a third-party pet screening tool: <https://alliancecolorado.petscreening.com/>
- PAY SECURITY DEPOSIT and RENT:** If approved, you will have until 5:00pm the day after you are notified of approval to electronically sign your lease and pay your security deposit plus first month’s rent (and any applicable pet fees/pet rent/utilities) with an electronic funds transfer. You will be given instructions on how and where to pay the security deposit and first month’s rent upon approval.

We screen applications thoroughly and move forward with the best qualified application. This process may take a couple of days to complete depending on previous landlords’ response to our research inquiries. You will be notified as soon as we complete this process

Approval Qualifications: View our complete [Approval Criteria](#) on our website, located under Tenant page.

- Excellent rental history (which will be verified with your prior landlords)
- Proof of income > 3 times the rental amount using only two adult’s income (verified by your submitted pay stubs)
- Good credit in good standing (minimum averaged score of 600 for all applicants - security deposit amount is determined on credit worthiness)
- No felony convictions within the last 5 years. If felony conviction is of a violent nature or methamphetamine based, approval will be made on a case-by-case basis.
- No evictions within the last 5 years
- No money owed to former landlord(s), regardless of length of time