



KP Asset Management LLC • 2158 45th Ave., Suite 212 Highland, IN 46322
219-595-2655 • SharpsMHP.com

Resident Screening Policy

KP Asset Management complies with all federal, state, and local fair housing laws and offers affordable fair housing opportunities regardless of race, color, national origin, religion, gender, familial status, sexual orientation, gender identity, disability, or age.

Vacant homes and lots are offered without discrimination to the first qualified applicant. If our applicants exceed our availability, we will maintain a waiting list and will contact each prospective tenant in chronological order.

Our qualification process includes:

- Complete application for admittance for each prospect 18 years old or older. There is a \$45 application fee.
- Photo ID showing full name and birthdate required.
- Income must equal at least three times the amount of the total monthly rent, 2 months' proof of income required.
- Employer references will be contacted to confirm income and employment stability.
- Pets must be screened through Petscreening.com.
- Landlord references will be contacted for recommendation.
- Your application will be declined if you've had any eviction within the last 3 years.
- Prior to moving in, you'll be required to pay the first months' rent in full plus a security deposit. You'll also be required to transfer utilities to your name and provide a verification thereof. Finally, you are required to carry renters or homeowners insurance.

KP Asset Management's screens applicants' criminal history. Your application will be declined for the following convictions:

- Some felony and misdemeanor convictions within the past 2-10 years. A complete list of the offense descriptions and time restrictions is available upon request.
- All registered sex offender or offenses involving sex or sex crimes
- All abduction and kidnapping offenses
- All murder, homicide, and voluntary manslaughter related offenses

The park manager will notify you within 2-4 days of acceptance or denial.

We look forward to welcoming you to our community!

