



**RENTAL CRITERIA**

**QUALIFICATIONS:** A rental application is to be completed by all persons age 18 years or older. All applicants must be lease-holding residents. A non-refundable fee will be required for each application. **An applicant can be denied for incomplete or false information as well as failing to meet any or all of the following standards:**

**[1] Income:** Gross monthly income must meet or exceed three times the market rent. Allowances from parents, scholarships and/ or inconsistent income such as child support, commissions or tips will require approved written verification on either company letterhead or a fully executed divorce decree. Unemployment payments are not considered an approved source of income.

**[2] Rental History:** Present and previous residence must include at least six (6) months of rental history, a prompt payment record and sufficient notice given. Evictions and broken leases may not be accepted. Applicants with no previous rental history may be required to pay an additional deposit.

**[3] Employment:** Must be currently employed and/ or provide additional sources of verifiable income that meets income requirements. Applicants are also required to provide at least one (1) year of verifiable employment history. Applicants who are self employed must provide a copy of the previous year's filed tax return and copies of their bank statements for the past twelve (12) months. Applicants with no current employment or employment history will be required to obtain a Co-signer/Guarantor.

**[4] Credit:** Credit history will be reviewed and must show satisfactory information. Applicants with no reported credit history may be required to pay an additional deposit. Applicants who do not have satisfactory credit history will be required to pay an additional deposit or a non-refundable credit fee. Only one (1) outstanding housing debt will be considered if it is: [A] less than \$500.00 and if good rental history has been established since the debt was incurred or [B] the debt is over 2 years old and good rental and credit have been established since the debt was incurred. A non-refundable credit fee or additional deposit may be required.

**[5] Criminal:** Applicants and any prospective occupants must have no criminal history that includes having been convicted (including adjudication by the relevant state juvenile justice department) for: [A] Any felony offense (no matter the nature) [B] Any offense (felony or misdemeanor) involving assault, battery, family or domestic violence or threatened violence of any person, malicious destruction of property, theft, use of any weapon in the commission of any crime, any weapon related offense, lewd or immoral behavior, or any sex related crime.

**[6] Check Writing:** Check writing history will be reviewed for each applicant. An applicant who has a negative check writing history, if otherwise approved, may be required to make payments in the form of a Money Order, Cashier's Check or Credit Card.

**[7] Co-signer/ Guarantor:** We accept co-signers or guarantors. Anyone acting as a co-signer or guarantor must meet all qualifications. Gross monthly income must meet or exceed five times the market rent.

**PET POLICY & RESTRICTIONS:** Residents are allowed to have two (2) pets, cats or dogs. The following breeds are not permitted: Pit Bull (Staffordshire Terrier), Rottweiler, Doberman, German Shepherd, Malamute, Bull Terrier, Wolf-Dog Hybrid, Chow-Chow, Great Dane and any dog that the Manager, in its sole discretion, believes is a cross breed or related to any of these breeds. We may also prohibit any breed that becomes known as aggressive, in Manager's sole discretion. Other animals may be excluded, depending on the Community. A pet fee of \$200 is required for each pet (non-refundable). A pet deposit of \$200 is also required for each pet (refundable). Monthly pet rent may be applicable.

**OCCUPANCY STANDARDS:** Occupancy standards are defined as no more than two (2) persons per one-bedroom apartment, no more than four (4) persons per two-bedroom apartment and no more than six (6) persons per three-bedroom apartment. For occupancy purposes, a person is defined as anyone age one (1) year or older. Infants under age one (1) are permitted to reside in an apartment until the infant reaches one (1) year of age. At lease expiration, it will then be required that all persons age one (1) or over must abide by the property's occupancy standards outlined above.

**EQUAL HOUSING STATEMENT:** We offer equal housing for all people regardless of race, color, religion, sex, handicap, familial status, national origin, or any other federal, state or locally protected classifications. Applicant will be accepted on a first come, first serve basis and are subject to the availability of a particular apartment type requested. "Available" apartments include those for which we have notice that an existing resident intends to vacate on or about a certain date. Circumstances not necessarily under management's control may delay the date of availability of an apartment which management may believe would be ready for a new resident. Whether a particular apartment is available can vary significantly within several hours or days.

\_\_\_\_\_  
Applicant Signature, Date

\_\_\_\_\_  
Applicant Signature, Date

\_\_\_\_\_  
Applicant Signature, Date

\_\_\_\_\_  
Applicant Signature, Date

\_\_\_\_\_  
Manager's Representative, Date



**APPROVAL SUBJECT TO ADDITIONAL CONDITIONS**

If you, the Applicant(s), do not meet all of our qualifying criteria for accepting your application(s), it may still be possible for you to lease the apartment if you are able to meet certain additional conditions. These conditions will vary from situation to situation, but generally involve paying an additional deposit, additional non-refundable credit fee and/or obtaining a guarantor.

In order to be approved for the apartment, you must meet ALL the additional conditions required by management within 48 hours after receiving notice of the additional conditions. Upon meeting all the additional conditions, your application will be treated as having been accepted. If you do not meet all the additional conditions within 48 hours, your application will stand as having been denied and your initial deposit and administration fee (if applicable) will be returned and the apartment will be placed back on the market. Application fees are not refundable.

**In summary:**

**Your deposit and admin fee will be returned if:**

- 1. You do not fulfill the additional conditions of approval, or
- 2. You attempt to fulfill the additional conditions after the 48-hour period is up and no apartment is available for you to lease.

**You will NOT receive your deposit & admin fee if:**

- 1. You falsify your application in any way, or
- 2. You fulfill the additional conditions and then fail to move in.

_____ Applicant's Signature	_____ Date
_____ Applicant's Signature	_____ Date
_____ Applicant's Signature	_____ Date
_____ Applicant's Signature	_____ Date
_____ Manager's Representative	_____ Date