



## Resident Qualifying Criteria & Leasing Policies

**Rental Application:** A separate rental application must be fully completed, dated and signed by each applicant and all co-applicants. Spouses can complete one rental application form together. Each rental application will be reviewed after you submit it. Each applicant must provide government-issued photo identification and allow it to be photocopied.

If you are a first-time renter or do not have sufficient income under the "Income" section below, you may still qualify if you provide a guarantor who meets our qualifications and agrees to be responsible for your lease obligations. To qualify as a guarantor, the individual must have a gross monthly income of at least 5 times the monthly rent you will pay and must meet all other qualifying criteria. Each guarantor must complete and sign our lease guaranty agreement. Guarantors may be held responsible for all your lease obligations, including the entire rent and other costs, such as damages, even if you have roommates.

**Application and Deposit Requirements:** The Application Fee is \$65 per person. Refundable deposits are \$400 for a one bedroom and \$500 for a two bedroom. Please note: you may be asked to pay a higher security deposit for the poor credit or rental history.

**Income:** Both your employment and your monthly income must be verifiable to our satisfaction. Total monthly income of all applicants must be 3 times total monthly rent to be paid to occupy the dwelling. (If it is not, one or more guarantors may be necessary.) Verification of income can be copies of 3 months most recent paystubs or recent bank account statements showing the income regularly deposited. Self-employed applicants must prove a source of income verification with a copy of the most recent tax return and most recent 3 months bank statements.

**Occupancy:** Maximum occupancy for a studio is two occupants; a one bedroom is three occupants; a two bedroom is five occupants. Occupancy will be re-evaluated at the time of each lease renewal to ensure conformance with current occupancy requirements.

**Animal Requirements:** All animals must be registered with the office. We require a \$500 pet deposit or a \$300 non-refundable pet fee. You have a choice to pay either the pet deposit or the pet fee. Pet rent is \$20 per pet (maximum of 2 pets per apartment at a maximum of 55 pounds each). Restricted breeds include any mix of the following breeds: Chow, Rottweiler, Doberman Pinscher, German Shepherd, Staffordshire Terrier, Presa Canario, Akita, Wolf-hybrid, Mastiff, Cane Corso, Great Dane, Alaskan Malamute, Siberian Husky and Pit Bull. No resident or visitor may have any of these breeds in the community.

**The grounds for which a rental application may be denied include:**

- Failure to provide accurate or complete information on an application form;
- Submission of an incomplete application;
- Insufficient current income (total of all applicants);
- Convictions for crimes committed by any applicant or by other occupants who plan to live in unit for: drug manufacturing or distribution, crimes which have made an applicant subject to a registration requirement under a state sex offender registration program;

- criminal conduct that indicates a demonstrable risk to resident safety and/or property, including murder, rape, sexual assault, molestation, assault, battery, arson, terrorism, burglary and theft;
- having been convicted or received probation (other than deferred adjudication) for a felony or sex crime;

To the extent it does not endanger persons or property of

others in our community, we will consider the nature, severity and recency of criminal conduct found in your criminal history, and we will take into consideration what you have done since your conviction(s)

- Poor credit history, in our discretion, of any applicant
- Poor rental history, in our discretion, of any applicant resulting from such things as:
  - Non-payment or frequent late payment of rent
  - An Eviction
  - Alcohol or drug abuse harming persons, or damaging the rental property or the property of others
- Poor housekeeping, damaging the rental property or the property of others, or interfering with business operations
  - Actions by applicant's occupants harming persons, or damaging the rental property or the property of others
  - Unruly or destructive behavior by applicant, applicant's occupants or applicant's guests
  - Violence to persons or property by applicant, applicant's occupants or applicant's guests



We do not discriminate based on race, color, religion, sex, national origin, disability or familial status, or because of one's presence in any other protected class.

**I ACKNOWLEDGE THAT I HAD AN OPPORTUNITY TO REVIEW THE FOREGOING RESIDENT SELECTION CRITERIA, WHICH INCLUDES REASONS WHY MY APPLICATION MAY BE DENIED, SUCH AS CRIMINAL HISTORY, CREDIT HISTORY, CURRENT INCOME, AND RENTAL HISTORY. I UNDERSTAND THAT IF I DO NOT MEET THE SELECTION CRITERIA, OR IF I PROVIDE INNACCURATE OR INCOMPLETE INFORMATION, THE HOUSING PROVIDER MAY REJECT MY APPLICATION, AND MY APPLICATION FEE WILL NOT BE REFUNDED.**

_____ Applicant	_____ Date
_____ Applicant	_____ Date
_____ Applicant	_____ Date
_____ Applicant	_____ Date
_____ Applicant	_____ Date
_____ Owner's Representative	_____ Date