



## **Resident Selection Criteria**

All Adult applicants 18 or older must submit a fully completed, dated, and signed residency application and fee.  
The number of occupants must be in compliance with HUD guidelines for the applied for unit.  
Applicant must provide proof of identity. A non refundable application fee will be required for all adult applicants. A non refundable administration fee will be due at lease signing.  
Deposits are required of all Applicants within 24 hours of application approval.

### **EMPLOYMENT HISTORY:**

Present and past employment history must be verifiable. All applicants should have an employment history of at least one consecutive year from date of application.

### **INCOME:**

Applicants must have a combined gross income of at least three times (3) times the monthly rental rate. Income other than wages may require notarized verification. We may request income verification through your 2 most recent tax returns and / or your 3 most recent paycheck stubs.

Self-Employed Applicants: Income must be verifiable through at least 2 years of income tax returns or check stubs.

### **RENTAL HISTORY:**

Verifiable rental history for periods of at least two (2) years reflecting timely payments, sufficient notice of intent to vacate, no complaints regarding noise, disturbances, no unpaid NSF checks, and no damage to unit or failure to leave the property clean and without damage at time of lease termination. If home is owned, all mortgage or sale information may be required. Where there is no rental or owner history a higher deposit and or additional rent may be required.

### **CREDIT HISTORY:**

Credit history for a period of 5 years prior to this application will be considered. Credit history and or Civil Court Records must not contain slow pays, judgements, eviction filing, collections, liens or open bankruptcy. Additional rent or higher security deposit or both, may be required for approval. Credit score used.

### **CRIMINAL CHECK:**

A criminal history background report will be run on all applicants 18 and over. The report must reflect no convictions for felonies for crimes within the past 7 years involving violence against persons, damage or destruction of property, manufacture or distribution of controlled substances and no sexual offenses ever. Our decisions are based on the information provided to us by the Local Law Enforcement Agency at the time of application. We are not responsible for any inaccuracies, our ability to verify this information is limited to the information made available to us by the resident credit reporting services used. This does not guarantee that residents or occupants residing in our community are clear of any criminal history as they may have resided in our community prior to this requirement going into effect or after their history was processed.

### **CO-SIGNER REQUIREMENTS:**

Co-signers will be accepted at management's discretion and will only be considered for students. Income must be six (6) times the monthly rent, and verifiable through tax forms, check stubs, etc.; excellent credit, minimum employment of one year and co-signor must furnish all necessary information on rental or mortgage history.

### **DISCRIMINATION:**

We do business in accordance with the Federal Fair Housing Law. We do not discriminate against any person because of color, race, religion, sex, national origin, familial status, handicap or age.