

RENTAL CRITERIA

GENERAL REQUIREMENTS

1. Applicant(s) must be a minimum of 18 years of age.
2. Positive identification with a picture will be required at the time application is submitted.
3. A complete and accurate application listing a current and at least one previous rental reference with phone numbers will be required.
4. Each applicant will be required to qualify individually unless applicants are married.
5. Members of households that are 18 years of age or older and will be living with applicant(s) shall pass a public records screening. A public records screening will be conducted for any minor who, during residency, turns 18 years of age (see Public Records below).

INCOME/EMPLOYMENT REQUIREMENTS

1. Gross monthly household income must equal three (3) times the stated monthly rent.
2. A current paycheck stub may be required.
3. Some form of verifiable income will be required for unemployed applicants. (Verifiable income may mean, but is not limited to: Bank accounts. Alimony/child support, trust accounts, social security, unemployment benefits, welfare, grants/loans.)
4. Self-employed applicants will be required to show proof of income through copies of the previous year's tax return.
5. Students with no verifiable means of income may be accepted with a qualified co-signor.

RENTAL REQUIREMENTS

1. Six months of positive verifiable housing history from a third party landlord is required. In the event applicant does not have six months verifiable housing history, a qualified co-signor may be required.
2. Home ownership will be verified. Mortgage payments must reflect no more than four (4) late payments in the past two (2) years. Any additional late payments will result in a denial.
3. Seven years of eviction-free rental history will be required.
4. Rental history demonstrating residency, but not third-party rental history, will require an additional amount equal to one month's rent or a qualified co-signor will be required.
5. The application will be denied if rental history demonstrates noise or other complaints when the previous manager will not re-rent.
6. The application will be denied if rental history demonstrates three or more three-day notices or two or more NSF checks within a period of one year.

CREDIT REQUIREMENTS

1. Outstanding collections (three or more) in the past two years being reported on the credit report (exclusive of medical collections) will result in denial of the application.
2. Identifiable outstanding landlord debt will result in the denial of the application. Reconsideration will be made upon proof of payment of outstanding landlord debt.
3. Credit reports reflecting slow pay on three accounts will require an additional deposit amount equal to one month's rent.

PUBLIC RECORDS

1. Upon receipt of the rental application deposit and screening fee, landlord shall conduct a search of public records to determine whether the applicant has been convicted of, or pled guilty or no-contest to, any crime within the previous seven years.
2. A conviction, guilty plea or no-contest plea for any felony, or any misdemeanor involving theft, assault, prostitution, drug-related or weapons charges, obscenity and related violations, sex crimes and/or child sex crimes shall be grounds for denial of the rental application.

CO-SIGNER QUALIFICATIONS

1. Verifiable monthly income must equal a minimum of four (4) times the applicant's rent. (Verifiable income may mean Bank Accounts and Trust Accounts.)
2. Outstanding bad debt, i.e., slow pay, collections, repossessions, liens, judgments, and wage garnishment programs, will result in denial of a co-signor.

DENIAL PROCESS

If your application has been denied and you feel that you qualify as a resident under the criteria described above, you may choose to do the following:

1. Contact the company that supplied the information to discuss your application.
2. Correct any incorrect information through the credit-reporting agency as per their policy.
3. Request the credit-reporting agency to submit a corrected credit check to the appropriate screening company.
4. Upon receipt of the corrected and satisfactory information, your application will be re-evaluated for the next available apartment home.

**I have read and understand
the Rental Criteria:**

_____ **Date:** _____
Applicant

_____ **Date:** _____
Applicant