

# *Woodhull Gardens Rental Policy*

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**EQUAL HOUSING:** This community has a comprehensive policy of compliance with the Federal Fair Housing Act, as well as state and local codes and ordinances.

**AVAILABILITY:** Based on available/vacant units.

**APPLICATION FEES:** A non-refundable fee in the amount of \$60.00 for each applicant 18 years old and over.

**INCOME REQUIREMENTS:** Two and a half (2.5) times the current market rent. Section 8 applicants will be reviewed according to law. Reasonable utilities and credit/debt obligations will be considered for all applicants.

**EMPLOYMENT VERIFICATION & INCOME:**

- **EMPLOYMENT:** Applicant must be able to provide documented verification of current employment and income and must provide a minimum of 3 current consecutive pay stubs. A stable work history of a minimum of 12 consecutive months is required. Previous employment will be considered.
- **OTHER INCOME:** Supplying this information is strictly voluntary and should only be supplied if applicant is asking that sources of other income be considered as part of the rental decision. Management will consider all verifiable sources of income such as, but not limited to, housing assistance, Section 8, pensions, disability, child support, alimony or any other source of income applicant would like considered. Alimony and child support payments will be considered only when directed by court order.

**CREDIT CHECK:** An investigative consumer report (credit check) will be obtained and be used, in part, in the consideration of each applicant. Woodhull Gardens looks for a score of 620 or better. Current and outstanding obligations will be considered.

**RESIDENCE:** Present and previous landlord[s] must be verifiable with completed verification of residence form. Applicant must show a prompt payment record, sufficient notice given and all obligations fulfilled in accordance with agreement. Applicants requesting verification with a private landlords/owner must be able to provide 6 current and consecutive months of cancelled rental checks or money orders and a copy of the rental agreement. Applicants without proof of residence history may be subjected to an additional month security. Record of any legal proceeding/eviction filed by a previous landlord will result in your application being rejected as well as loss of any deposits left.

**PUBLIC RECORDS:** A public records search will be conducted in order to determine whether any applicant has been convicted of a felony offense. Applicants with a felony conviction such as, but not limited to; sexual assault, murder, child molestation, robbery, kidnapping, assault, arson or possession of a controlled substance will be declined approval for occupancy.

**OCCUPANCY:** The maximum number of individuals who may occupy an apartment as allowed by Brookhaven Town Code is:  
1-bedroom, not more than 3 persons  
2-bedroom, not more than 5 persons of a family or 3 non-familial status

All occupants over the age of 18 will be required to complete an application and meet all residency requirements.

**PARKING:** Parking is available for two (2) vehicles only. Vehicles must be registered and operable and cannot be a commercial vehicle.

**PETS:** Maximum of 2 indoor cats are allowed with prior approval from management. No Dogs permitted. There is a \$250.00 non-refundable pet registration fee. Also, a fee of \$15.00 per cat each month will be added to the rent amount.

**SECURITY DEPOSIT:** A security deposit is required upon signing your lease. The amount can be 1 to 2 months' current market rent for the unit you are renting. The amount is determined from the results of the credit, criminal and landlord checks.

**UTILITIES:** Woodhull Gardens includes Heat, Hot water, Gas appliances, and Trash Removal in the rental amount. The tenant will be responsible for electric and cable/internet service. You must contact PSEGLI to turn on utilities before taking possession of the apartment.

I understand that if any information provided in this application is falsified or deemed to be untrue, any/and ALL deposits given will be forfeited.

## AUTHORIZATION TO RELEASE INFORMATION

1. I understand that submitting an application does not secure the property. The property is only secured upon a lease binder and deposit.
2. I understand Cavalier Associates, LLC is open Monday through Friday 9am to 5pm; therefore, all leases must begin on a weekday. There are no exceptions. Please plan accordingly.
3. I understand upon notification of approval of my application, I must confirm a lease start date and deposit the binder. I will have a grace period of 3 calendar days starting from the date Cavalier Associates, LLC. sends notification of approval to sign the binder and deposit monies.
4. I understand that commercial vehicles are prohibited on Woodhull Gardens property
5. I understand that no pets are allowed unless agreed to before my lease signing. If one is found to be without approval I will be fined and evicted in accordance with the lease terms.
6. I understand that if the lease has more than one Tenant, all tenants are jointly responsible for the rent payments and all other terms of the lease.
7. I understand that if one Tenant vacates the property or defaults, the other Tenants remain responsible for the rent in its entirety as well as for all other terms of the lease.
8. I understand that the security deposit is a damage deposit and returnable only if lease period and terms are fulfilled and unit is left in good, clean condition.
9. I understand that each applicant must fill out a separate application, unless married, and each applicant will be listed as a tenant on the lease. All occupants must be on the application or the application will be deemed falsified and all monies will be forfeited. Over occupancy will be grounds for immediate eviction in accordance with the lease terms and Brookhaven Town occupancy code.
10. I understand smoking is not permitted inside any property managed by Cavalier Associates, LLC. Evidence of smoking will result in a substantial deodorization charge and/or eviction.
11. I understand Cavalier Associates, LLC is the managing agent for Woodhull Gardens.

I acknowledge that all information given to Cavalier Associates, LLC as part of the application process and the above statements are true and complete and further authorize verification of such statements and information. I verify that I am of legal age (18 years or older). I acknowledge that false, undisclosed, incomplete or misleading information herein may constitute grounds for rejection of this application.

I authorize Cavalier Associates, LLC to contact any references listed above and to obtain consumer reports, which may include credit, rental payment and/or eviction history and criminal background information about me and in order to verify the above information. I understand that as my prospective landlord, any co-applicants, permitted occupants that may be added to this application may need to consent to and successfully pass consumer background screening reports.

I understand that you may report all positive and negative rental payment history to consumer reporting agencies who track this information. I and all permitted occupants hereby release from all liability or responsibility all persons and corporations requesting or supplying such information.

I Agree and affirm all of the above:

APPLICANT (PRINT) \_\_\_\_\_ DATE \_\_\_\_\_

APPLICANT (SIGN) \_\_\_\_\_ DATE \_\_\_\_\_

CO-APPLICANT (PRINT) \_\_\_\_\_ DATE \_\_\_\_\_

CO-APPLICANT (SIGN) \_\_\_\_\_ DATE \_\_\_\_\_