



RENTAL QUALIFICATION GUIDELINES

Income

The gross income of the lease signer(s) must be equal to or exceed three (3) times the monthly rent of the unit for which application is being made.

Employment

The lease signer(s) must verify employment and provide copies of the two most recent paycheck stubs. The following alternative sources of permanent income are acceptable if verified: employer pensions, government entitlements (Social Security, disability, etc.), court-mandated payments (e.g., child support).

Credit

All current accounts must be in good standing. Undischarged bankruptcies will result in denial of an application. Multiple delinquent accounts or judgments in the past three (3) years may also be cause for denial of an application.

Rental History

Lease signer(s) must have a verifiable rental history (or mortgage history), no evictions in the past two (2) years, and no outstanding debts to landlords. Landlord references must be provided.

Conditional Approval

If an applicant fails to meet any of the preceding standards we may choose, at our sole discretion, to deny the application or to approve the application contingent upon either (1) payment of a security deposit fifty percent (50%) higher than advertised; or (2) the addition of a lease guarantor to the lease; or both. Note: a lease guarantor must complete an application, pay an application fee, and have an income equal to at least six (6) times the monthly rent for the unit desired.

Criminal History

Convictions for any of the following may result in the denial of an application: sexual crimes; crimes of violence; theft, vandalism, or other property crimes; drug-related crimes.

Other Requirements

- The application form must be completed in detail and signed by the applicant(s) and the nonrefundable application fee of \$40 per applicant must be paid before an application will be processed.
- Anyone 18 years of age or older who will be a resident must pay an application fee, undergo a credit and criminal background check, and be a signer on the lease. Occupants under 18 will not be lease signers but must be listed as occupants on the lease.
- Each applicant 18 years of age and older must present a government-issued photo identification. U. S. citizenship is not required, but proof of legal residence is required.