

RESIDENT SELECTION CRITERIA

1. All Adult applicants the age of 19 and over must submit a fully completed, dated and signed residency application and fee. A Non refundable Application fee is \$35.00 per person \$45.00 married couple.
2. Applicants must provide proof of identity by showing valid government issued photo I.D.
3. Applicants must have a combined gross income of at least three times the monthly rent. All sources of income must be verifiable in writing or by pay stubs. Self-employed applicants may be required to produce 2 years of tax returns or 1099's.
4. Residency may be denied by reason of credit history and/or Civil Court Records containing slow pays, judgments, eviction filing, collections, liens or bankruptcy within the past 5 years. Bankruptcy will require higher security deposit. Applicant will be required to provide bankruptcy documents.
5. Residency may be denied by reason of criminal convictions and/or pleas of "no contest" for felonies in the prior seven years, and/or violent or sexual offenses ever. In the event a record comes back "adjudication withheld" further documentation may be required and applicant may be denied on this basis.
6. Previous rental history reports from landlords must reflect timely payment, sufficient notice of intent to vacate, no complaints regarding disturbances or illegal activities, and no damage to unit or failure to leave the property clean and undamaged.
7. No pets (with the exception of medically necessary pets) of any kind are permitted without specific written permission of landlord in the lease documents, an addendum to lease, a non-refundable pet fee and/or an additional security deposit. Fees and deposits are waived for medically necessary pets.
8. Current occupancy standards are a maximum of 2 persons per bedroom.
9. Landlord may require a security deposit to be collected to hold a property off the market. In the event the application is approved and applicant fails to enter into a lease, the applicant shall forfeit this deposit. In the event the application is approved, this deposit shall be applied to the required security deposit.
10. Information on the Application must be true and correct to the best of the applicant's knowledge. False information of any kind will be grounds for rejection.
11. Any exceptions to these criteria will need to be submitted in writing to the rental agent for presentation to the landlord for consideration. If approval is then given for such exceptions, additional security, co-signers, and/or additional advance rent payments may be required.
12. Approval of an application will be based on a point system by assigning points based on income, credit, and rental reference. A copy of the point system is available for the applicant's review upon request. Applicants scoring below the target number of points will be rejected or required to pay additional security deposit and/or have a co-signer.
13. Landlord's policy is to report all non-compliance with the terms of a rental agreement, failure to pay rent, or any amounts owed to the credit bureau
14. Applicant(s) Initials (_____) (_____) (_____) (_____)

