

APPLICATION CRITERIA

All applicants for residency will be processed through a credit-reporting agency. All responsible parties 18 years of age or older must complete and sign an application. Unauthorized occupants are strictly forbidden.

In reviewing the application, all or part of the following areas will be taken into consideration.

1. **CREDIT**

All credit status for the last 2 years will be checked through the appropriate **Credit Bureau**. The credit history must be free of any outstanding debt to previous landlords, and creditor.

2. **RESIDENT/RENTAL HISTORY**

The last 2 years resident/rental history is required. All appropriate phone numbers and addresses, where this information may be **VERIFIED**, must appear on the occupancy application. All resident history must be free of rental housing evictions, skips and all delinquencies.

3. **EMPLOYMENT INCOME**

Applicant's **local employment** must be verified, including salary amount. Monthly rent cannot exceed a certain percentage of the gross monthly income. **PLEASE PROVIDE 2 RECENT CONSECUTIVE PAYSTUBS.**

4. **CHECK WRITING HISTORY**

Code must be acceptable.

5. **CRIMINAL HISTORY**

The criminal records of all household members over the age of 18 will be checked and reviewed for felony and misdemeanor offenses. The information gathered as the result of this check would effect the approval of the application.

6. **NON U.S. CITIZENS**

Must be able to provide documentation from U.S. Immigration to verify legal entry and residency in the United States for the length of the lease term.

This community is committed to **DRUG-FREE HOUSING**. The lease agreement prohibits criminal activity, including drug related criminal activity on or near our premises.

PLEASE TAKE YOUR TIME AND FILL OUT YOUR APPLICATION THOROUGHLY TO INSURE TIMELY PROCESSING. PROCESSING CANNOT BEGIN UNTIL A COMPLETED APPLICATION IS RECEIVED.



GROUNDS FOR DENIAL:

Applicants will be denied if they do not meet the community owner's screening criteria. Applicants may be denied for any, or a combination of any, of the following reasons:

1. Misdemeanor or felony criminal background including, but not limited to, crimes against persons or property, theft/burglary, prostitution, history of violence, illegal controlled substances, harboring a fugitive, and/or alcohol abuse
2. Unable to provide documentation from U.S. Immigration to verify legal entry in the United States and legal residency in the United States for the length of the lease term.
3. History of allowing unauthorized occupant(s) to reside in your apartment home as evidenced by previous landlord's verification(s);
4. Lack of six (6) months of verifiable continual rental history;
5. Poor housekeeping as evidenced by previous landlord's verification(s);
6. History of drug or alcohol abuse as evidenced by previous landlord's verification(s) or record of arrest and/or conviction, and no current rehabilitative services;
7. History of paying rent late or poor rental background as evidenced by previous landlord's verification(s) and/or credit report;
8. Check writing code must be acceptable;
9. Poor credit report;
10. Refusal to occupy proper unit size in accordance with property unit size standards;
11. History of property damage to apartment/townhouse/house or common areas as evidenced by previous landlord's verification(s) and/or credit report;
12. History of lease violations as evidenced by previous landlord's verification(s);
13. History of violence and interference with management's duties and responsibilities as evidenced by previous landlord's verification(s), government or social agencies' verifications, police reports, and/or criminal background check; or
14. Failure to move into the rent-ready unit on the agreed date; this will cause the application to be denied and the unit will be offered to the next qualified applicant on the waiting list;

Applicants will not be denied on the basis of race, color, religion, national origin, sex, handicap or familial status.

_____ Date _____

Applicant Signature

