



QUALIFYING CRITERIA TO RENT

We are delighted that you are interested in leasing a dwelling through us. In order to help you in making your decision, we have listed below the criteria for qualifying as a resident.

It is our policy to actively pursue and offer equal housing for all persons regardless of race, color, religion, sex, nation origin, disability or familial status.

All applicants must meet the following qualifying criteria:

1. The rental applicant must be filled out completely and accurately to determine applicant eligibility AND a separate rental application must be fully completed, dated, and signed by each applicant and all co-applicants.
2. Each applicant must provide a government photo identification and social security card and allow them to be photocopied.
3. All persons leasing a rental dwelling must be of legal age to sign a contract.
4. For single household applicants, the gross income to rent ratio used to qualify applicants is three (3) to one (1). This means the gross (before taxes) monthly income must be at least three times the monthly rent amount. For applicants of two households (two unrelated persons or families) applying for one rental home, the total combined gross income to rent ratio used to qualify applicants is four (4) to one (1). For applicants of three or more households, the total combined gross income to rent ratio used to qualify will be determined on a case by case basis and will not be less than 5 to 1.
5. Employment and monthly income must be verifiable. Copies of at least one (1) month of pay statements must be provided. If self employed, a profit and loss statement & two prior years' tax returns must be provided.
6. Applicants must have verifiable employment of at least six (6) months or at least two (2) years with a prior employer.
7. Applicants must have verifiable residency of at least twelve (12) months with good payment and rental history. If applicable, proper notice (typically 30 days) to vacate must be given to previous landlord.
8. All applicants must have a favorable credit rating. Applicants with no credit history may be required to have a co-signor if allowed by owner. Applicants will not be accepted for derogatory credit records pertaining to unpaid collection accounts/judgments from utility companies or previous landlords.
9. Discharged bankruptcies, medical bills, or paid collection/judgments WILL NOT count against you as long as your recent payment history is satisfactory and requested documentation can be provided.
10. No applicant convicted of the following crimes within the previous seven (7) years will be accepted for residency: Any drug related crime, burglary, arson, rape, child molestation, sex offender, spousal abuse, murder, or any crime or felony conviction of a violent nature. Crimes in one of the above categories that occurred more than seven years ago will be reviewed on an individual basis and acceptance will be at the discretion of the Manager.
11. Maximum Occupancy per dwelling unit is based on two persons per bedroom: One Bedroom = Two persons, Two Bedroom = Four persons, Three Bedroom = Six persons, etc.
12. In the event that any of the above qualifying criteria is lacking in the area of the following: Amount of income, length of time with current employer or credit score, the manager may at their discretion request additional deposits and/or fees or a co-signer as a condition for acceptance. Co-signers must meet all these qualifying criteria and be a signor on the lease agreement. In order to qualify, a co-signer must be able to cover his/her own bills plus the rent of the applicant's unit.

I HAVE READ AND UNDERSTAND THE ABOVE RENTAL CRITERIA.

Applicant Signature: _____ Date: _____

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