

BACKGROUND SCREENING AND RENTAL CRITERIA

Fair Housing Statement. We are a fair housing provider. We do not discriminate against persons on the basis of race, color, religion, national origin, sex, familial status, disability, creed, marital status, public assistance, ancestry, and sexual or affectional orientation.

Application Requirements. Your application must be filled out completely and accurately. An incomplete application may be rejected or not processed. Any misstatements or omissions made on your application, whether or not discovered before you move into the building, is grounds for denial of an application or termination of an existing lease. Information must be legible and verifiable. If information given on the application cannot be checked out and verified, this is a reason for rejection. Omission of information, such as an address or employer, may be grounds for rejection.

Identification and Application Process. Every person over 18 must be screened and must provide a government-issued photo ID.

Housing History. Applicants must have a positive housing history. We require the name and last known telephone number of each landlord/property manager/mortgage or contract for deed payee for each address you have had for the last three years. Roommate references are not acceptable. A positive housing history is one of the most important things considered in screening an application. The refusal of a prior landlord to give a reference, or a negative reference, may be grounds for rejection. In the case of first time renters, young people, or students, this requirement may be varied subject to additional requirements of management.

Eviction Filings. Unlawful detainers or evictions may be a basis for rejection of an application.

Credit. A positive credit history is required. An adverse bank or credit reference, high debt, past due or dishonored debt, or the absence of a credit history may be grounds for rejection.

Income. Income from all sources must be sufficient to pay the applicant's rent and other predictable living expenses. To be counted as household income, amounts must be verifiable, reliable, and predictable.

Business Relationship. The relationship between a landlord and tenant is a business relationship. A courteous and businesslike attitude is required from both parties. We reserve the right to refuse rental to anyone who is verbally abusive, swears, is disrespectful, makes threats, has been drinking, is argumentative, or in general displays an attitude at the time of the unit showing and application process that causes management to believe we would not have a positive business relationship.

Occupancy. Maximum number of residents equal to two persons per bedroom.

Criminal History. Applicants who have a criminal history may be rejected.

Payment of the security deposit and a \$_____ application fee is required at the time you apply for the apartment. One application per adult or married couple is required. The apartment will not be held until the security deposit is paid in full. **THE APPLICATION FEE IS NON-REFUNDABLE.**

Each applicant must provide a current driver's license or state issued photo ID card. You must also provide 3 current pay stubs from your employer.

Please fill out the application clearly with blue or black ink only. Be sure to fill out your application thoroughly to insure timely processing.