



RESIDENT SELECTION CRITERIA

1. All adult applicants 18 years or older must submit a fully completed, dated, and signed residency application and fee. Applicant must provide proof of identity. A nonrefundable application fee is required for all adult applicants. Applicants may be required to be approved by a condo/homeowner's association and may have to pay an additional application fee or an additional security or damage deposit.
2. Applicants must have a combined gross income of at least three times the monthly rent. We reserve the right to require a cosigner. A minimum of two years residential rental history is required.
3. Credit history and/or civil court records must not contain slow pays, judgments, eviction filing, collections, liens or bankruptcy within the past 5 years.
4. Self-employed applicants may be required to produce upon request 2 years of tax returns or 1099s. Non-employed individuals must provide verifiable proof of income.
5. All sources of other income must be verifiable if needed to qualify for a rental unit.
6. Criminal records must contain no convictions for misdemeanors for crimes involving violence, assault or battery, drugs, firearms; felonies within the past seven years and no sexual offenses ever. In the event a record comes back "adjudication withheld", "nolle prosequere", or "adjudication deferred", further documentation may be required and applicant may be denied on this basis.
7. Previous rental history reports from landlords must reflect timely payment, sufficient notice of intent to vacate, no complaints regarding noise, disturbances or illegal activities, no unpaid/NSF checks, and no damage to unit or failure to leave the property clean and without damage at time of lease termination.
8. No pets of any kind are permitted without specific written permission of landlord in the lease document and/or an addendum to lease. A non-refundable pet fee acceptable to landlord and/or an additional pet deposit and/or additional security deposit will be charged.
9. A minimum non-refundable property preparation fee may be charged to the resident(s) at time of leasing the property. It will be used at the end of your lease term to cover any necessary cleaning, carpet cleaning, and re-keying. Resident(s) shall still be liable for amounts for damages, cleaning, re-keying, etc. that exceed this nonrefundable property preparation fee or minimum fees.
10. Applicants will be required to pay a security deposit at the time of lease execution at a minimum amount of \$50 less of one month's rent. We reserve the right to require a higher security deposit and/or additional prepaid rent.
11. The number of occupants must be in compliance with HUD standards/guidelines for the applied for unit.
12. We may require a holding or good faith deposit to be collected to hold a property off the market. In the event the application is approved and the 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.
13. Any exceptions to our company's 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, cosigners, and/or additional advance rent payments may be required.
14. Our company policy is to report all non-compliances with terms of your rental agreement or failure to pay rent, or any amounts owed to credit bureaus and/or a collection agencies. If the amount is disputed, it shall be reported as disputed in accordance with law.