

Application Criteria and Instructions

We cannot process your application until all documentation is completed and submitted.

- All persons over the age of 18 **must** complete an application. No Exceptions!
- Each applicant will be required to qualify individually.
- Valid government issued identification with a picture id will be required, along with a valid Social Security number. No exceptions.
- The denial of one applicant will result in the denial of the entire application. No exceptions.
- Applications that exceed minimum standards in individual categories, but fail to meet minimum standards in another, will be considered.
- Any applicant currently using illegal drugs or reporting a conviction for the illegal manufacture or distribution of a controlled substance shall be denied. No exceptions
- Any individual, who may constitute a direct threat to the health and safety of an individual, the property or the property of others, will be denied. No exceptions.

Rental History

- Provide your current and at least one previous rental reference with phone numbers.
- Must submit proof of 1 year of rent/mortgage payments (i.e. receipts, cancelled checks) No exceptions.
- No evictions on record for last 7 years
- Rental history showing monies owed to previous landlords will be denied. No exceptions.

Income Requirements

- **Gross** monthly household income must equal three times (3) the stated monthly rent and be verifiable. No exceptions.
- Must submit paystubs for the last 30 days.
- Self-employed applicants will be required to show proof of income through copies of the previous two (2) year's tax return.

Credit Requirements

- Minimum 640 credit score.
- No negative reporting for last 12 months.
- A negative report is considered any items 30 days past due or greater, collections, repossessions, liens, judgments, or garnishments.
- Discharged bankruptcy in last 3 years will be denied.

Criminal Conviction

The following will result in absolute denial.

- A conviction, guilty plea, no-contest plea, or formally charged ever for: any felony involving serious injury, kidnapping, death, arson, rape, sex crimes and/or child sex crimes, extensive property damage or drug-related offenses (sale, manufacture, delivery or possession with intent to sell) class A/Felony burglary or class A/Felony robbery in the last 10 years.
- A conviction, guilty plea, no-contest plea, or formally charged for: any misdemeanor or gross misdemeanor involving assault, intimidation, sex related, drug related (sale, manufacture, delivery, or possession) property damage or weapons charges in the last 10 years.
- A misdemeanor involving criminal trespass, theft, dishonesty, and prostitution in past 5 years shall be grounds for denial of the rental application.
- Pending charges or outstanding warrants for any of the above will result in a **suspension** of the application process until the charges are resolved.