

Occupancy Standards and Application Holding Fees For Chelsea Ridge Apartments

Thank you for choosing our community. We require that each applicant meet certain rental criteria. Before filling out our Rental Application, we suggest that you determine whether you meet our requirements. Please note that the term "Applicant" applies to all Residents to be identified on the Lease Contract and the person(s) to be responsible for paying the rent. Please note that these represent our current rental criteria; nothing contained in these requirements shall constitute a guarantee or representation by Owner prior to these requirements going into effect. Additionally, our liability to verify whether these requirements have been met is limited to the information we receive from the various credit reporting services used.

Application Screening Criteria

Applicant will be declined if he/she misrepresents any information on the application. In general, if misrepresentations are found after the rental agreement is signed, your rental agreement will be terminated. All applicants must have a social security number and will be approved on the following basis:

1. Applicants must be 18 years of age or older to apply. All residents 18 years of age or older must be included on the lease. All applicants must be able to provide a copy of their social security card.
2. **Occupancy Guidelines:**

Apartment Type	Max. # of Occupants
One Bedroom	2
Two Bedroom	4
Three Bedroom	6
3. A **non-refundable** application fee of **\$60.00 for all applicants, along with a security deposit is required.** These deposits are payable by check, money order, or credit card. Security deposit becomes non-refundable if the applicant does not take the apartment or cancels after 72 hours.
4. **Employment Requirement:**
Employment will be verified. Verifiable income shall include income as confirmed by employer, trust officer, two (2) recent computerized pay stubs, or two (2) years tax returns, if self-employed.
5. **Income Requirements:**
Gross Verifiable Income must be three times the monthly rent plus any monthly fixed obligations. If the applicant(s) do not meet this guideline, owner may look at other compensating factors (i.e. credit history, length of employment, or rental history) in the approval process.
6. **Credit History:**
Dawn Homes Management seeks a credit score of 650 or above with ***no outstanding collections or judgments.*** Neutral credit will be reviewed by management based on other criteria. **Any outstanding utility accounts that are delinquent must be paid in full and proof of payment given to approve residential application.** In addition, all outstanding public records or judgments must be cleared. Credit must not reflect any bankruptcies in the past two (2) years. Applications can be conditionally approved by The Landlord. The Landlord reserves the right to deny your application at their discretion.
7. **Verifiable Rental History:**
It is your responsibility to provide necessary information that allows us to contact your past Landlords. You must have a history of paying your rent on time, no prior convictions, no history of default in lease obligations, and have given proper notice and must not owe any money to your Landlord. If we are unable to verify your previous Landlords and/or references, we reserve the right to deny your application.
8. **Criminal Convictions:**
Dawn Homes Management is an avid supporter of Crime Free/Drug Free in Multi-housing. A criminal background check will be completed and evaluated.
9. **Renters Insurance:**
Prior to taking occupancy, Tenant **MUST** obtain renters insurance covering the rental unit and Tenant's personal property with no less than \$100,000 in Personal Liability Coverage and \$10,000 in Personal Contents Coverage through the term of the Lease and any subsequent renewals. A copy of the insurance certificate shall be delivered to Landlord, and shall name Landlord as Interested Party. Coverage will include damage to property of tenant, tenant's family & tenant's guest(s) and coverage for injury to people on or about Leased Premises that include tenant, tenant's family or tenant's guest(s)

Fair Housing Statement

This rental community to treat all current and prospective residents in a fair, professional manner without regard to race, color, religion, sex, familial status, handicap or national origin.

“This is an Equal Housing Opportunity Community”

I/we have read and understand the rental policies of this community.

Authorization to Obtain Consumer Report

I/we hereby authorize the Chelsea Ridge DHC LLC, to obtain a consumer report, employment verification report, current/previous Landlord reports, and any other information Chelsea Ridge DHC LLC deems necessary, for the purpose of evaluating my application for residency at Chelsea Ridge. I understand that such information may include, but is not limited to, credit history, civil and criminal information, records of arrest, rental history, employment/salary details, vehicle records, licensing records, and/or any other necessary information. I/we hereby expressly release Dawn Homes Management, and any procurer or furnisher of information, from any liability what-so-ever in the use, procurement or furnishing of such information, and understand that my application information may be provided to various local, state, and/or federal government agencies, including without limitation, various law enforcement agencies.

Applicant signature

Date

Applicant signature

Date

On this date, a **non-refundable** application fee of \$_____ was received by the undersigned.

Manager/Leasing Agent signature

Date

Pre-Leasing Agreement / Security Deposit for Chelsea Ridge Apartments

I/we hereby agree to pay the holding deposit of \$_____ (\$_____ security deposit/\$150.00 non-refundable redecoration fee) for the community to remove apartment _____ from the Apartment Availability List. I/we understand that the above paid amount will be converted and applied towards the security deposit upon executing my/our lease contract to the above mentioned apartment. I/we understand that the security deposit is refundable only if I/we cancel my/our application, in writing, within 72 hours after submitting the rental application, or if management declines the application.

Applicant #1 - Signature

Date

Applicant #2 - Signature

Date

Applicant #1 – Print

Date

Applicant #2 – Print

Date

On this date, the Security Deposit was received by the undersigned.

Manager/Leasing Agent – Signature

Date