RENTAL CRITERIA - NON HUD PROPERTIES

A) All rental applications must be completed in-full prior to screening, including all applicable addresses, dates and phone numbers. Incomplete applications and applications with incorrect information will be denied. Additional fees will be assessed for re-applications with correct or complete information when supplied.

B) The prospective resident must initially provide valid identification. A driver's license, visa/green card or other picture ID may be acceptable. Valid proof of a social security number, Work Visa, Alien Registration Receipt Card, Temporary Resident Card, or ITIN is also required.

C) Gross monthly income must be at least **2.0** times the monthly unit rent and exceed $400 after rent and estimated debt.

D) No less than two years of current and previous verifiable landlord or residence references are to be listed on the application, provided with telephone numbers. Identify mortgage lenders and/or landlord sales contact persons where applicable. Derogatory rental history or outstanding landlord collections are grounds for denial.

E) A credit report will be run. Using a statistical model, creditors compare information on your credit profile, such as your bill-paying history, number and type of accounts you have, late payments, collection actions, outstanding debt, rental history, and the age of the accounts, to the credit performance of consumers with similar profiles.

F) Any recorded unlawful detainer, related unpaid collections, open bankruptcies or judgments may result in denial of application.

G) Applicants will be required to complete a written disclosure of all criminal convictions as part of the screening process. Each determination of acceptance will be completed on a case by case basis. Applicant agrees to provide all documentation pertaining to the conviction and other documents which may be requested by the reviewing panel within three days of the request. Falsification or non-disclosure will result in an immediate denial.

H) Employment and income must be verifiable. Income must be documented with current pay stubs, tax records or bank statements through a qualification process.

I) **SECTION 8 APPLICANT CRITERIA:** All Section 8 applicants are required to meet the same criteria as stated above, *with the exception that the applicant only needs to meet income requirements for their portion of the rent*. Recommendations will be made following the above set standards, and will include the following notice:

This recommendation is based on the standard for this Community. The applicant should verify with their own specific Section 8 requirements to determine eligibility for residency at this community.

Inability to meet any of the above criteria for residency may result in the denial of approval for residency.

Effective May 1, 2017

(Applicant Signature) *Date*	*(Applicant Signature)* *Date*
(Receiving Agent Signature) *Date*	