RESIDENT SELECTION CRITERIA

We, American Property Management, Inc. provide an equal housing opportunity. We do not discriminate in violation of the law or on the basis of any legally protected status. Any information provided that is incomplete, inaccurate, or falsified shall be grounds for denial of the application or subsequent termination of tenancy upon determination of such falsified information.

INCOME/RENT RATIO ***ID verifications must be completed for all applicants and co-signers***

- 3 times the rent in gross monthly income
- Verifiable employment income required, examples below
  - 30 days of most recent paystubs from employers ***(Bank statements are not considered a valid form of employment verification)***
  - New job offer letter **- signed/dated by employer and applicant.**
  - Benefits award letter **- dated within the last 60 days**
- Business, Self-Employed, Sole Proprietor income verification
  - Tax Statement, W-2s, etc. All Tax Statements **need to be signed by applicant.**
  - Must provide signed tax return with Schedule C attached. Net Business income on line 31 must meet income requirements.
- Assets equivalent to 5 times the rent for the lease term verified to be in the applicant's possession for at least 12 months prior to application
- Gift income may be considered as income with a signed/notarized affidavit, and if it is the only source of income**, then the same "gift giver" must be a qualified Co-Signer**

RENTAL HISTORY

- One (1) year of most recent consecutive current and previous landlord history per household
  - Family or friends are not valid landlord history and require a co-signer or additional deposit requirements
  - 2 or more late payments and/or NSF within recent 12 month period may result in denial of application.
  - Lease violations within recent 12 months may result in denial of application.
- Failure to provide correct, verifiable references may result in denial of application.
  - Current and past landlord balances, Housing civil judgments and Housing collections over $1,000: will result in automatic denial.
  - Open Evictions will result in automatic denial.

CREDIT

- Applicants without a valid social security number or ITIN are required to pay deposit equivalent to 1.5 times the rent
- A credit check through a national credit reporting firm will be ran for each applicant.
  - Poor credit will require additional verification of application to determine credit worthiness
  - Up to two (2) years of landlord history will be verified
  - Double Deposit, Co-Signer requirement may be applied
  - Application may be denied
- Collection accounts totaling over $20,000 other than utilities, medical bills, student loans and mortgage payments will result in automatic denial.
  - Collections: Utilities and medical are not counted against the applicant.
- All other civil judgments and collections will be totaled up and graded upon results.
- Bankruptcy Chapter 7 must be discharged with corresponding paperwork
- Bankruptcy Chapter 13 must have verification of 6 months of good payment history and meet the repayment plan requirements

OCCUPANCY STANDARDS

- All applicants must be 18 years of age or older, unless they are "Emancipated". In these cases we will need the emancipation documents.
- Regardless of age, gender, marital status, or familial parental status; Studio – 2 people, 1x1 – 3 people, 2x1 – 5 people, 2x2 – 5 people, 3x2 – 7 people

CO-SIGNER QUALIFICATION CRITERIA

- Must meet same qualification as applicant and must make 5x's the monthly rental amount in verifiable income.

CRIMINAL

- A criminal records search will be performed for felony or misdemeanor offenses. All offenses must be disclosed on the rental application
- For all non-violent Felony crimes, i.e. not involving injury or such effect to another human being, which was disposed of 10 years prior to the date of application; this event will not be taken into consideration when making a final decision on the credit file. These non-violent Felonies will not automatically deny the applicant.
- A Court Docket must be provided to clarify the offense
- Any criminal conviction listed on the Criminal Criteria is grounds for automatic denial of application. Please read over carefully the "Criminal Criteria".
- Falsification of rental application may result in denial of application.

PET POLICY

- Most recent vet records with vaccinations, breed, weight, and age required for pet approval
- 3 pets maximum permitted
- Dogs/Cats $400.00 additional deposit & $40 per pet monthly pet rent (depending on community)
- Breed restrictions: *Rottweiler, German Shepherd, Collies, Doberman Pinscher, Huskies, Malamutes, Chows, Great Danes, Akitas, Mastiffs, Wolf Hybrids, Cane Corsos, Dogo Argentino, Staffordshire Bull Terrier, American Staffordshire Terrier or any such type of Pit Bulls, Belgian Malinois*
- No reptiles, amphibians or cages animals are permitted.

CRIMINAL CONVICTIONS THAT MAY RESULT IN AUTOMATIC DENIAL

- Murder (1st & 2nd degree)
- Manslaughter (1st degree)
- Assault (1st, 2nd, and 3rd degree)
- Robbery (1st & 2nd degree)
- Rape (All counts)
- Rape of a child (All counts)
- Child Molestation (All counts)
- Outstanding criminal warrant(s)
- Kidnapping (All counts)
- Theft (1st & 2nd degree)
- Burglary ((1st & 2nd degree & vehicle prowling 1st degree)
- Malicious Mischief (1st degree)
- Arson (1st & 2nd degree & Reckless Burning 1st degree)
- Delivery or Sale (All counts)
- Possession with intent to Deliver (All counts)
- Terror Related Activities
- Any criminal conviction which results in a registered sex offender requirement and/or any sex offender registry requirement.

****Resident is required to have Renters insurance. If resident does not have renters insurance, Resident will automatically be enrolled with Stern Risk Partners @ $15/mo.****

***** Any applicant that does not pass through first initial screening will receive a letter stating that your application is denied until further investigation may be done by the company's Credit and Compliance Department. If an applicant fails to meet these criteria one of the following may occur: (1) Application may be denied, (2) additional security deposit may be required, (3) the requirement of a co-signer who will also be required to meet the screening criteria. (4)Applicants without a Social Security number or ITIN number will automatically be required to pay a 1.5 times rent deposit.**