

Georgia Work Force Housing Rental Criteria for CWS Apartment Homes, LLC

Please note that these are the current rental criteria and nothing in these requirements shall constitute a guarantee or representation by our community that all residents and occupants currently residing in our community have met these requirements. There may be residents and occupants that have resided here prior to these requirements going into effect. Additionally, our ability to verify whether these requirements are met is limited to the information we have received from various applicant reporting services.

All applicants 18 and older will need to fill out an application and be screened.

- 1. Address History** - Applicant(s) must have a minimum of twelve (12) months of address history. Eviction records will result in a denial. Poor rental and/or mortgage history may result in a denial.
- 2. Income** - Applicant's gross monthly income must be verified at three (3) times the monthly rent. Multiple applicants must have a combined income equal to three (3) times the monthly rent. Guarantors must make five (5) times the monthly rent.

Work Force Housing Criteria

Invest Atlanta/Tax Credit Rental Standards:

Invest Atlanta tax credit guidelines for designated units:

Availability of Funds: Management must be able to confirm employment and reported salary listed on the application(s). All income & asset sources must be verified in accordance with the HUD Handbook 4350.3 and IRC Section 42. Non-W-2 employees must provide documentation that the self-employed income has been reported and claimed on the tax return or provide a certified breakdown of profit and loss in lieu of the tax transcript.

Income Limits: Applicants applying for the units designated under the Workforce Housing Invest Atlanta program cannot make over the HUD Maximum allowable income limits determined by household size on an annual basis.

| Area Median Income | 1 Person | 2 Person | 3 Person | 4 Person | 5 Person | 6 Person |
|--------------------|----------|----------|----------|----------|----------|----------|
| 80% AMI | \$54,400 | \$61,760 | \$69,440 | \$77,120 | \$83,360 | \$89,520 |

Full-time Students: An applicant's unit cannot be entirely occupied by fulltime students or applicants who are or are expected to be fulltime students for any five (5) month period of time within the twelve (12) month calendar year. If all household members are full-time students, the household must meet at least one (1) of five (5) exceptions. A Full-time student affidavit must be completed in the application process.

3. Employment – Applicant(s) must have a minimum of one (1) year employment history or qualifying income. Retired applicants must list previous employment information. Proof of qualifying income will be required as part of the application process. Recently graduated college students may require a guarantor and/or one (1) month's rent deposit if a job is secured by providing an offer letter.

4. Credit History - All credit history must be satisfactory and current. Items reviewed to determine approval include but are not limited to check writing history, evictions and judgments and bankruptcies. Applicants with no credit history may be required to pay an increased deposit. **We do not accept any credit/screening reports provided by applicant(s).**

5. Criminal History – Your application may be denied based on prior convictions for crimes against persons or property, sex-related offenses, and other criminal activity that would adversely affect the health, safety, or right to peaceful enjoyment of the premises by the residents and owner. If your application is denied based on one of these considerations, you will be notified of the reason.

This requirement does not constitute a guarantee or representation that residents or occupants currently residing in our community have not been convicted of a felony or deferred adjudication for a felony or some misdemeanors.