

Nick Davis Apartments

Rental Criteria

FAIR HOUSING STATEMENT: It is our policy to conduct business in accordance with the Federal, State, and local Fair Housing Laws. It is our policy to provide housing on an equal opportunity basis to all persons regardless of race, color, religion, sex, national origin, handicap, familial status, or other protected classes.

BUSINESS RELATIONSHIP: The relationship between Management and the Resident is a business relationship. A courteous and businesslike attitude is required from both parties. Management reserves the right to refuse rental to anyone who is verbally abusive, swears, is disrespectful, makes threats, has been drinking, is argumentative, or in general displays an attitude at the time of a prospective rental showing and application process that causes Management to believe we would not have a positive business relationship.

APPLICATION REQUIREMENTS: Each applicant over the age of 18 must complete a separate application form. Your application must be filled out completely and accurately. All occupants of any age must be listed on the application. An incomplete application may be denied or not processed. Any false, misleading, or unverifiable statements or omissions made on your application, whether or not discovered before you move into the prospective property, are grounds for denial of an application or termination of an existing lease. Information must be legible and verifiable. If information given on the application cannot be investigated or verified, this constitutes reasonable criteria for denial. Omission of information, such as an address or employer, may be grounds for denial. All adult applicants over the age of 18 must sign the application and the lease. **Copies of documents to submit with an application: driver's license, social security card, documentation to verify income, and last 3 months bank statements.**

IDENTIFICATION AND APPLICATION PROCESS: Every Resident over the age of 18 must be screened and must provide a government-issued photo identification card, Resident Alien Card, or ITIN (Individual Taxpayer Identification Number). All adults over the age of 18 must be approved by Management before moving into the premises. Management and a landlord service (youcheckcredit.com) will verify the information provided on your application. Youcheckcredit.com will provide Management with a complete consumer report, including a credit report, eviction check, prior address locator, and a criminal history report on each applicant.

APPLICATION FEE: Each adult applicant over the age of 18 is charged a **non-refundable** application fee of \$40.00 per applicant; however, if a lease is signed with the applicant, an amount equal to the application fee will be deducted from the first month's rent.

HOUSING HISTORY: Applicants may be required to have a positive housing history. We require the name and last known telephone number of each landlord/property manager/mortgage or contract for deed payee for each address you have had for the last three years. References from relatives, roommates or friends are not acceptable. A positive housing history is one of the most important factors considered in screening an application. The refusal of a prior landlord to give a reference, or a negative reference, may be grounds for denial. A history of unlawful detainer or eviction, late payments, lease violations, behavior problem, noise complaints, property damage, unauthorized occupancy, or improper notice to vacate is reason for denial of the application.

OCCUPANCY: The maximum number of total residents allowed per rental property is two people per bedroom, but no more than four adults in a two or three bedroom rental property. Occupancy of persons not approved by management, and/or additional persons living in the property beyond the qualifications above is grounds for immediate termination of the lease and/or eviction.

INCOME: Income from all sources must be sufficient to pay the applicant's rent and other predictable living expenses. To be included as household income, amounts must be verifiable, and predictable. Minimum gross income must be 3 times the monthly tenant rent. If more than one income is to be considered, then the following applies: if there are two (2) incomes, each must qualify to 70% of the rental rate: and if three (3) incomes, then each must qualify to 50% of the rental rate. Written proof of current pay stubs (last 6 months) and bank statements (3 months) are required, or bank statements that verify income made by automatic deposits from employer (last 6 months). Self-employment income and/or ability to pay rent must be verified by providing copies of federal income tax returns for the last two years, a current financial statement, and copies of three most recent bank statements. **Applicants must be continuously employed for 6 months immediately preceding application in order to be considered.**

CREDIT HISTORY: A positive credit history will be strongly considered. An adverse bank or credit reference, high debt, past due or dishonored debt; suits, liens, judgments, collections, bankruptcies, or accounts closed by a credit grantor may be grounds for denial. Pre-paid rent may also be considered in the absence of a positive credit history, in addition to meeting the other criteria listed in this document.

CRIMINAL HISTORY: Applicants who have a criminal history may be denied. Felony convictions are grounds for immediate denial. Misdemeanor convictions and vehicle offenses may be considered. No applicant will be accepted that may pose a threat to the use and enjoyment of the property to neighbors and/or the long term condition of the property. If you have a violent criminal history, or a history of damage to property or other lease violations, your application to rent will be denied.

DENIAL: Reason for denial of the application to rent include, but are not limited to the following:

- Prior eviction
- Property damage
- Insufficient Income
- Past due credit obligations
- Bankruptcy at any time in the past
- Lease violations
- Negative or unverifiable landlord references
- Negative bank account reference
- Heavy credit obligations/debt load
- Criminal History
- Behavior Problems
- Late rent payments
- NSF (None Sufficient Funds) checks
- Unable to verify source of income
- History of bedbugs at any prior residence
- Noise complaints
- Suits, liens, or judgments
- Checking overdrafts
- Unable to verify residence
- False or incorrect information provided in the application

Generally, it takes between 3 – 5 business days to process an application, if the sources used to verify information on the application are quick with their responses and no other application is being processed at the time. If your application is rejected as a result of information obtained by our screening agency, you will be provided with a written statement (sent to the address on your application for current residency) stating the reasons. In keeping with our policy of confidentiality and privacy, we do not discuss individual consumer reports with an applicant. If you would like to discuss or dispute anything in your consumer report, you will need to contact the number given on the written statement sent to you.

