

Rental Policies and Procedures

THE CRITERIA BELOW IS USED IN APPROVING AN APPLICATION:

1. Income to equal or exceed two and one half (2 ½) times the rental amount and must be verified either by pay stubs, supervisor or personnel department verification, bank statements, tax returns or other comparable proof of income.
2. Previous residential history must show that payments were made on time, and that there were no notices of non-compliances, eviction notice or any tenancy complaints in the file. Proper notice must have been given and the premises were left with no outstanding balances.
3. Although we do not discriminate on the basis of prior Bankruptcy, the applicant(s) must otherwise show good credit or clean credit history. A credit report will be pulled through a credit-reporting agency.
4. If the requirements for income are not met, but a co-signor is available who meets the above requirements, the co-signor must fill out an application, sign the co-signor agreement and have it notarized, and sign the Lease Agreement. If a co-signor is married, each spouse must sign as a co-signor. This option may only be available under certain market conditions.
5. Applicants who have been evicted within the past three years will be ineligible.
6. Upon submittal of an application a photo copy of a government issued ID must be obtained for the file.
7. No felonies, but may review on case by case basis depending on circumstance.

PET POLICY:

1. Only one pet, under 75 lbs., are accepted. Pets cannot be more than 25% or more of these breeds; Doberman pincher, Shepherd, Pit Bulls, Bull Terriers, Husky, Akita, Chow and Rottweilers. Pets that meet the criteria are allowed in the apartment with a written pet agreement and a monthly pet fee. The total number of apartments with pets in any given time must not exceed 25% of the apartment community. Under certain market conditions, variations may occur. This policy does not apply to assistive animals.
2. A photo of a resident's pet is required to be on file prior to move-in. Resident may bring in photo or the pet can be brought into the office for a picture to be taken by the office staff.
3. Residents will be required to pay a higher Security Deposit and Preparation Fee. This does not apply to assistive animals.

OCCUPANCY STANDARDS:

1. The number of allowable occupants in a one bedroom is three (3).
2. The number of allowable occupants in a two bedroom is five (5).