



RESIDENT SELECTION CRITERIA



Please review these criteria before applying. The term “applicant(s)” means the person(s) that will be responsible for and signing the Lease as “resident”. The term “occupant(s)” in these criteria means the person(s) not signing the lease but still authorized to reside in the property under the Lease. Some criteria apply to applicant(s) only; other criteria apply to both applicant(s) and occupant(s).

Applications

ALL legal adults that will reside in the premises must provide a completed, signed application. A copy of a government picture ID and a non-refundable application fee (money order, cashier's check or electronic payment) must accompany each application. Non US Citizens are required to also complete TAA's Supplemental Rental Application for Non U.S. Citizens.

Equal Housing

Our policies do not discriminate based on race, color, religion, sex, handicap, familial status, sexual orientation or national origin.

Occupancy

Occupancy may not exceed two (2) persons per bedroom plus one (1) additional person total unless otherwise governed by local, state or national ordinance which supersedes company policy.

Pets* (Non service animals)

A maximum of 2 pets may be accepted or declined at the management's discretion. A nonrefundable pet fee and/or a refundable pet deposit is required to be paid in full prior to move-in plus there is additional pet rent per month per pet. We do not allow Pit Bulls, American Staffordshire Terriers or other dangerous animals (as determined by the management and/or management's insurance company). Pets will be subject to visual inspection and all community policies.

Information to be verified for each applicant:

Income*

Total monthly income of all applicants combined shall exceed rent by **three times (x3)** unless the property pays all utilities in which case only **two and a half times (x2.5)**. All applicants must have a minimum of **one (1)** year stable, verifiable employment. Monthly income will require pay stubs or written verification.

In the event that a prospective resident has been employed less than 30 days at their most recent place of employment or relocating, a letter of employment/offer letter will be required. Prospective residents with less than six (6) months with their current employer must have at least twelve (12) months of employment or income from a documented source within the past eighteen (18) months, and no more than three (3) employers during the same period.

Self-employed applicant(s) whose income is necessary to qualify to rent must provide copies of six months of bank statements and the last two years of complete IRS tax filings to show stable income.

Other income shall be verified by third party documentation or by documentation submitted by the applicant that in management's sole determination is deemed necessary.

All applicants must provide copies of the previous **six (6)** months bank statements.

Applicants who are first-time renters or who do not have sufficient income may qualify by having the lease guaranteed by a guarantor. The guarantor must have a gross monthly income of at least **four times (x4)** the monthly rent if All Bills Paid or **five times (x5)** otherwise PLUS meet all other qualifying criteria. The guarantor must complete and sign a lease guaranty agreement. Guarantors are equally responsible for all of the lease obligations, including the entire rent and other costs such as damages.

Employers who refuse to verify Applicant(s) income or length of employment in writing may cause rejection.

Residence History*

Present and previous residence will be verified for all applicants and will require prompt payment, sufficient notice given, and a record free of outstanding balances. Residence(s) for the past **five (5)** years for all applicants and proposed occupants must be recorded on the application.

Applicant(s) should have verifiable third party rental history with non-related family/friends for at least 2 years preceding the date of application(s) otherwise a lease guarantor may be required.

Credit*

A complete investigation of credit history of each applicant will be made and will require a satisfactory rating. A Social Security number or Tax ID number is required to apply in order to run credit verification.



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Information to be verified for each legal adult:

Criminal

We do not accept applicants with certain criminal records. Applicant(s) will be denied if the elapsed time since completion of a sentence does not exceed **three (3)** years for *misdemeanor* convictions and **seven (7)** years for *felony* convictions for the following:

- Drug-Related Crimes
- Violence/Injury to Persons
- Theft of Property
- Weapons Violation
- Other Crimes Against Persons
- Property Damage

Additionally, applicant(s) will be denied if **ten (10)** years or less has elapsed from the completion of a sentence for the following:

- 1st or 2nd degree felony crimes against people or property
- Sex crimes.
- Domestic abuse

Registered sex offenders beyond the 10 year window above will be considered on a case-by-case basis.

An application may be declined if the income verification, credit check, landlord references, or court records indicate any of the following:
Eviction within the last **five (5)** years from the date of the application

Applicant(s) may be denied if **three (3)** years or less has elapsed from the following events:

- Failure to pay rent, damages or other sums when due
- Repeated late payment of rent
- Damages to the current or previous place of residence, common areas, or other units beyond normal wear and tear
- Lease violations or unwillingness or inability to abide by lease provisions and/or house rules
- Lease termination by the landlord; request to move by landlord; eviction actions or proceedings filed on the applicant(s)
- Disturbances, loud noise, fighting, physical violence and/or threats of physical violence against persons and/or property, drug related activity, gang related activity, and/or other conduct which violates the right of quiet enjoyment by applicant, occupants, household members, guests, visitors or invitees
- Vehicle re-possession
- History of utilization of payday loans
- NSF or insufficient funds on payments made to anyone

Procedures for Notifying Applicant(s) of Approval or Disapproval

Applicant(s) shall be disapproved if we are unable to verify income, rental, credit, or criminal history. False, incomplete, illegible or misleading statements or omissions on the application(s) will result in disapproval of the rental applications(s). **Falsifying information to obtain property or credit is a Class A misdemeanor.**

We will notify you by phone, text or email listed in your application if you've been approved within seven (7) days after we have received a completed application. Your application will be considered "disapproved" if we fail to notify you of your approval within seven (7) days after we have received a completed application. **You must not assume approval until you received actual notice of approval.**

All information in the rental application(s) regarding employment, criminal, credit, and landlord history must be verified before a decision on the application can be made. A decision on an application may be delayed due to delays in the verification process. This could result in the residence being offered to another applicant who submitted their application later but the information was readily verifiable, which concluded in being able to make a decision of approval or disapproval and offer of home prior to another earlier dated rental application.

The first Applicant who:

- 1) meets all the requirements above,
- 2) agrees to the deposit and rental terms within twenty four hours of notification,
- 3) provides appropriate deposit, applicable pet fees and/or other required deposits within twenty four hours of acceptance, and
- 4) signs the lease agreement will be accepted as the Renter.

Exceptions

At the property management's sole discretion, the requirements followed by (*) may be waived if the prospective resident pays a significantly higher security deposit and/or a special situation exists regarding a requirement that is not met. The amount and/or final determination will be made by the management and will depend on each individual situation. If you are denied, you may present written evidence of mitigating factors for consideration.

Please note these are our current rental criteria. Nothing contained in these requirements constitutes a guarantee or representation that all current residents and occupants have met these requirements. There may be residents and occupants that have resided at the property prior to these policies going into effect. Additionally, our ability to verify whether these requirements have been met is limited to the information we receive from the various reporting services used.



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ACKNOWLEDGEMENT:

I ACKNOWLEDGE I HAD AN OPPORTUNITY TO REVIEW THE RENTAL SELECTION CRITERIA, WHICH INCLUDES REASONS WHY MY APPLICATION MAY BE DENIED, SUCH AS CRIMINAL HISTORY, CREDIT HISTORY, CURRENT INCOME AND RENTAL HISTORY. I UNDERSTAND IF I DO NOT MEET THE RENTAL SELECTION CRITERIA OR FAIL TO ANSWER ANY QUESTION OR GIVE FALSE INFORMATION, THE PROPERTY MAY REJECT THE APPLICATION AND RETAIN ALL APPLICATION FEES, ADMINISTRATIVE FEES, AND DEPOSITS AS LIQUIDATED DAMAGES FOR ITS TIME AND EXPENSE. I FURTHER ACKNOWLEDGE THAT THE PRIVACY POLICY WILL BE PROVIDED TO ME UPON REQUEST.

Applicant's Signature: _____

Date: _____

Applicant's Signature: _____

Date: _____

Applicant's Signature: _____

Date: _____