

## **PLEASE READ BEFORE APPLYING**

- There is a \$50 non-refundable application fee per applicant (Does not apply to Portland locations). Anyone over the age of 18 must apply. The fee covers the cost for running individual background and credit checks.

### **Applying does not guarantee approval.**

- There is a \$350 non-refundable move-in administration fee that will be charged at the time of approval. This must be paid on or before move-in day.
- Applications are reviewed on a first come, first serve basis.
- Applications must be submitted by all occupants over the age of 18 and all required documentation to be considered complete for review.
- Dishonesty of any kind on an application result in an automatic denial.
- Pets may not be allowed at all properties. Certain fees, monthly fees, and breed restrictions apply.
- Number of pets is also subject to limitations.
- There may be limitations on vehicles allowed at the property, and certain fees may apply.

We are an Equal Opportunity Housing Provider. We do not discriminate against any person because of race, color, religion, sex, disability, familial status, sexual orientation or national origin.

## **RENTAL CRITERIA**

**Income:** Your gross monthly income from any verifiable source must be at least two and a half times the monthly rent. If you are unemployed, can't verify income, or don't meet the minimum a co-signer may be allowed.

**Debt to Income:** Your total debt to income ratio including rent and all other liabilities as shown on your credit report must not exceed 40%.

- **Credit Background:** You must have a minimum credit score of 600. If your credit falls below this or you have no credit history a co-signer may be allowed.
- **Criminal Background:** If a felony of any kind, a misdemeanor or criminal charge relating to violence, theft, or dishonesty, or if you are on the sex offender registry, your application will be denied.
- **Rental History:** You must provide two years of recent rental/home ownership. You must not have any evictions, major lease violations, or owe previous landlords money for any reason.
- **Occupancy Guidelines:** We restrict the number of people in an apartment/home. In determining this number, we adhere to Federal Fair Housing Guidelines. At this time, no more than two occupants per bedroom is allowable.
- **Co-Signer:** If a co-signer is necessary, they also must qualify and will also need to pay the application fee. Co-signer credit must be at least 680 and individual income must be four times the monthly rent while keeping under a 40% debt-to-income ratio. **We will reach out for Co-signer application if applicant is qualified for one.**

A deposit equivalent to one month's rent is due within 48 hours of receipt of your approval letter. If not received we will assume you are not moving forward with the rental of the unit and move on to the next applicant. This deposit is to hold the property and is not a security deposit. The apartment will continue to be posted and available to rent until we receive this deposit. If you notify us after you have paid your deposit (agreement to lease) that you wish to withdraw your application, that you no longer intend to occupy the Apartment, or you fail to execute a Lease Agreement, the deposit will be retained by Management as liquidated damages. Management/Property Owner's actual damages are very difficult to estimate accurately, and the amount of this deposit is a reasonable approximation of the lost rent, and application and marketing costs that will be incurred as a result of your withdrawal of your application or failure to lease after approval.

**Application fee: \$50.00 (Does not apply to Portland locations)**

**Non-Refundable Administrative move in fee: \$350.00**