

# Ashford Place Apartments

## RESIDENT QUALIFICATIONS CRITERIA

*Please understand the following qualifications are established to ensure:*

- ~ Uniformity in leasing standards to all applicants,*
- ~ Compliance with local, state, and federal government regulations, and*
- ~ Owner's Regulations.*

**All visitors are required by law to present a valid government issued photo identification before viewing apartments.**

- 1. Applicant must be 18 years of age or older.**
- 2. Gross monthly income must be 3.5 times the monthly rental amount. Senior adults and persons receiving disability benefits may qualify at 3 times the monthly rent depending on debts presently owed.**
- 3. Full time students requiring a co-signer must have additional application processed on parents and/ or guardian. All employment and rental verification must be conducted. In addition, a Guarantor Agreement form must be completed and notarized. Co- signers must be present at time of lease signing. This rule also applies to all other applicants requiring a co-signer.**
- 4. Applicant must have current employment. Students must have proof of school enrollment. Photocopies of last 3 months of earnings are preferred. For new employment, applicant must have written document from employer to confirm employment date and pay rate. If self- employed, applicant must provide copies of previous years IRS tax returns and current bank statements that support income stated.**
- 5. Applicant must have 2 years of favorable, verifiable rental and/ or mortgage history with no more than 2 late payments and no more than one paid NSF check. In addition there must be no resident problem issues with the prior landlord.**
- 6. Applicant must have good credit which is 75% or more positive credit with no late payments beyond 60 days. Applicants with poor credit records, bankruptcy, repossessions, or first time renters will be considered depending upon present debts and income. A Bankruptcy must be discharged with a copy of the discharge papers. Resident must agree to the Security Deposit Agreement.**
- 7. Number of residents per apartment shall be no more than:**
  - For 1 bedroom: 3 persons.
  - For 2 bedroom: 5 persons.
  - For 3 bedroom: 7 persons.
- 8. Unlicensed or inoperable vehicles are prohibited and will be towed.**
- 9. Resident as well as their occupants must have no criminal or felony convictions or deferred adjudication or misdemeanor to person or property.**
- 10. Security deposit and non-refundable application fee must be paid with application.**
- 11. Boat, RV, trailer, or commercial truck storage is not permitted on premises unless a covered parking space is rented in the designated area.**
- 12. Pets are not allowed without management's prior written approval. There is a limit of two pets per apartment. Full grown weight limit is not to exceed 75 lbs. No aggressive breeds are allowed. These breeds include, but are not limited to Staffordshire Terriers, Pit Bulls, Doberman Pinchers, German Shepherds, Rottweilers, etc. The pet fee for an approved pet 0-25 lbs is a \$500 partially-refundable fee and the fee for an approved pet 26-75 lbs is a \$700 non refundable fee. Payment of pet fee is due, in full, along with a picture of the pet at the time of lease signing. Resident must agree to all rules in Pet Addendum.**
- 13. Residents understand that all payments must be in check or money order. CASH IS NOT ACCEPTED.**
- 14. Foreign applicants must supply a temporary social security number as issued for a temporary work visa. Applicant's passport must be inspected to verify the time spent in the United States is consistent with the residency disclosed on the rental application.**
- 15. All prospective residents are screened to meet the above qualifications based on information supplied by sources deemed to be reliable, however there may be occasions wherein limited information is available or supplied to use for screening and events may have occurred since the screening information was obtained. We, therefore, do not warrant representation that these qualifications are absolute for all existing residents. Additionally, management reserves the right to offer residence to corporate companies. Corporate companies may utilize an independent screening process to qualify their occupants.**

*Thank you for your consideration in helping us obey our laws.*

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

We are pledged to letter and spirit of U.S. policy for the achievement of equal housing opportunity throughout the Nation. We encourage and support an affirmative advertising and marketing program in which there are no barriers to obtaining housing because of race, color religion, sex, handicap, familial status, or national origin.

