



## **Qualification Standards For Prospective Residents**

### **Fair Housing**

Alliance Residential Company complies with the Federal Fair Housing Act. Alliance Residential Company does not discriminate on the basis of race, color, religion, nation origin, family status or disability, or any other basis protected by applicable state, federal or local fair housing laws.

### **Applications**

A rental application must be processed on all prospective residents 18 years of age or older, and a non-refundable fee of \$39.00 paid for each applicant. All prospective residents will be qualified on the following four criteria: Income, Employment, Credit and Rental History. Applications containing untrue, misleading or false information will be declined.

### **Income**

Gross monthly income per apartment must be three times the amount of rent. Applicants must provide copies of three current paycheck stubs.

- Roommates income may be combined to meet requirements.
- Verification of school attendance will satisfy the 24-month employment requirement, if currently employed.
- Other verifiable income equaling three times monthly rent amount for the term of the lease.

### **Employment**

We require verification of 24 months of employment. If it is new employment, an offer letter on company letterhead stating income will be accepted. New employment must begin 30 days of start of lease. If self-employed, applicant must provide most recent tax returns.

### **Credit**

A credit report will be processed on each applicant. Applicants must meet the following criteria:

- 24 months of verifiable credit history.
- No credit history will be requirements with an additional deposit equal ½ month to one month rent.
- Roommate's credit will be combined for consideration.

### **Rental History**

Rental history will be checked on each applicant. Applicants must meet the following criteria:

- Any legal judgments, evictions or skips may result in a declined application.
- 24 months of verifiable positive rental/residence history.

- Verifiable compliance with all lease terms and community policies from previous landlords.

### **Additional Deposit/ Guarantor**

An additional deposit or Guarantor may be allowed if only two of the three criteria have been met. Any additional deposit must be paid in the form of a Cashier's check prior to move-in.

Applicants must comply with the following criteria to use an additional deposit or guarantor:

- Guarantor must complete an application and pay the required application fee.
- Guarantor must meet all requirements of the above qualifications standards.
- Guarantor must sign all required paperwork prior to move-in.

### **Occupancy**

Maximum number of persons per apartment: Two persons per bedroom, plus one.

Example:

One bedroom limit is three people, two bedroom limit is five people, three bedroom limit is seven people.

In the event an adoption or birth of a child occurs causing the occupants to exceed the maximum number per bedroom, residents will have until the expiration of the lease term to transfer to an appropriate apartment to comply with occupancy limits.

### **Automatic Denial for Residency**

Applicants will be automatically denied based on the following criteria:

- Any felony conviction or misdemeanors for the following: prostitution, any crime involving the possession of any drug, any sexual related crimes without consent, or any crime where gang activity was sighted.
- For any unpaid collection or judgments from another apartment community or an undischarged bankruptcy.
- Falsification of any information on the rental application.

### **General Information**

1. If an applicant is not approved, a check for the amount of deposit will be mailed to the applicant 30 days from the date of the receipt of the deposit.  
Application fee(s) or amounts equal to an application fee(s) are not refundable.
2. Roommates will be required to fill out separate applications and pay the applicable fees per application.
3. All move-in, rental and deposit amounts must be paid by Cashier's Check.
4. Applicant has 72 hours from submission of the application to cancel with no penalty (verbally or in writing). After 72 hours, the entire deposit is forfeited.

**Note: Application fee(s) is/are non-refundable from deposit.**