

# RENTAL APPLICATION CRITERIA – TAX

EFFECTIVE February 23, 2007  
PARKER HILLTOP APARTMENTS

*All occupants residing in apartment 21 years of age or older must fill out a separate application, sign the lease and must meet all criteria to be considered for residency.*

## 1) Income

Gross income per apartment must meet or exceed 2.5 times the amount of the rent. One paycheck stub or proof of income must be supplied within 24 hours of application. If applicant has no verifiable income or does not meet the 2.5 times the rent minimum, the applicant (s) will be denied

## Social Security Number

All adult applicants must have a social security number to be eligible for an apartment. For all clients that are not a United States resident, a Social Security Application Approval must be provided prior to acceptance. If the applicant has a Passport or a Work or Student Visa, it must be valid through the term of the lease and must be provided prior to acceptance.

## 2) Credit History

A credit report will be processed on each applicant. Approval will be based on a credit scoring evaluation. Results will be Accept, Low Accept, Refer, Conditional Accept or Denied. If Refer or Low Accept, an additional standard deposit will be required. A additional deposit equal to one month's rent will be required if scoring evaluation is deemed Conditional Accept. If denied, holding deposit will be returned and the application fee will be retained. If Conditional Accept a qualified co-signer may be utilized. Co-Signer and Applicant credit will be screened as a complete unit, and may be returned with a result of Accept, Low Accept, Refer, Conditional Accept or Denied.

## 3) Resident History

Applicant must have six months verifiable rental history or home ownership on current/previous address within last two (2) years. If applicant does not meet the six-month resident history requirement, an additional deposit equal to one month's rent must be paid at move-in. No unresolved debts to a previous landlord/mortgagor will be accepted unless a payment arrangement has been created and followed, AND the total balance owing does not exceed \$2500.00.

An applicant will be denied for the following reasons: Having been evicted by a previous landlord, falsification of any information on the rental application, having an established pattern of disturbing neighbors, causing damage to property or late payments/returned checks in excess of two per twelve month period.

## 4) Additional Deposit Requirements

If more than one application criteria, (Income, Credit or Resident History), result in an additional deposit requirement, the greater of the deposit requirements will be enforced as a condition for approval.

