

HOME & CONDO RENTALS & PROPERTY MANAGEMENT, INC.

Resident Selection Criteria

The following policies are established to ensure that all prospective applicants for a property managed by Home and Condo Rentals, Inc. will be treated equally.

Please read the following policies. If you feel you meet the guidelines for qualifying, we encourage you to submit an application. Only one application will be processed at a time. Applications will be processed in the order received. An incomplete application will not be considered. Home & Condo Rentals, Inc. adheres strictly to all requirements of the Fair Housing Laws. We do not discriminate against any applicant for reasons of race, color, creed, national origin, sex, age, marital status, physical or mental disability, and familial status. Home and Condo Rentals, Inc. is engaged by and acts as agents for the owner of the property.

APPLICANTS

- Each person **18 years of age or older** must complete an application; and only applicants may reside in the property.
- If a co-signer is necessary, the co-signer must fill out and sign an application and must live locally.
- To be processed, a non-refundable processing fee must accompany the application.

FEES: APPLICATION & DEPOSIT

- **\$50.00** for first applicant and **\$20.00** for each additional unrelated applicant. App.Fee to be paid in **cash**.
- Security Deposit Same as rent.
- Last month's rent.
- Pet Fee - \$200. **[NON-REFUNDABLE]** **[No Pit Bulls, Rotweillers, or German Shepards]**.

CREDIT CRITERIA

- Income must be verified in writing, pay stubs, 1099's etc. Non-employed applicants must provide proof of income.
- Credit history **must not** contain judgments, eviction filings, collections, liens, bankruptcies, or 90-day late payments.

CRIMINAL CRITERIA

- No felony convictions or adjudication withheld.
- Any convictions of any drug related, sexual related, murder related or arson related crime would be grounds for denial.

OTHER CRITERIA

- Applicants must provide a **Photo ID** at time of application: Drivers License, State ID, Passport, etc.
- Previous rental history must reflect, timely payment, sufficient notice to vacate, no complaints or postings, no NSF checks, no property damage, or failure to leave property in clean condition.
- Current occupancy standards are a maximum of 2 persons per bedroom, except for infants under 4 years of age. However, some city and county municipalities and/or homeowners associations prohibit more than two [2] unrelated adults to reside in a single-family dwelling unit. **Consequently, Home & Condo Rentals, Inc. prohibits the rental of a single family dwelling to more than two [2] unrelated adults.**

In the event of a marginal application Home & Condo Rentals, Inc. reserves the right to require additional fees or security deposit and/or co-signer. Co-signers are accepted at the managers and /or owners discretion only. They must complete application and meet all requirements.

[revised 7/12/06]