

Arbors of Sam Houston
STATEMENT OF RENTAL POLICY
Revised April 17, 2018

- AVAILABILITY:** Based on the availability of specific apartments.
- RENTAL APPLICATIONS:** To be completed by all applicants or lease guarantors with an application fee paid by each prospective Lease holder or occupant over the age of 18. All occupants must have verifiable Full-Time Student status with a local university at the time of occupancy.
- OCCUPANCY:** Maximum occupancy per apartment: One bedroom - 2 occupants, Two bedroom - 2 occupants, Three bedroom - 3 occupants
- An additional dependent being six (6) months of age or less (newborn) who occupies the same bedroom with the child's parent, guardian, legal custodian, or person applying for that status during the term of the lease, will be permitted in addition to the maximum number of occupants defined herein. The birth certificate for the newborn must be submitted with the application for rental.
- PETS:** Only cats and dogs weighing less than 65 pounds (except those used as assistive animals), and *not* listed below will be accepted. The following breeds will not be accepted: Airedale Terrier, Akita, American Bulldog, American Pit Bull/Bull Terrier, Bouvier des Flandres, Boxer, Briard, Bullmastiff, Chow, Doberman, German Shepard, Giant & Standard Schnauzer, and Rottweiler. (If your dog is a mix, documentation is required stating the animal is not over 30% of breeds listed above.) Residents may be required to submit documentation from a veterinarian of dog breed and current vaccinations. Violations of this policy will result in fines as outlined in the lease contract and/or AHM Rules. ****No pets allowed in Three bedroom floor plan****
- VEHICLES:** Recreational or commercial vehicles (except for Mopeds and scooters) are not allowed unless such an area has been designated by management. The management reserves the right to limit or disallow cars and motorcycles as well as to change or amend the policies at any time. Parking space is limited; therefore, the number of vehicles allowed is equal to the number of lease holders per unit, not to exceed:
- One bedroom – 1 vehicle per occupant (2 maximum)
 - Two bedroom – 2 vehicles
 - Three bedroom – 3 vehicles
- CREDIT SCORING:** Information about you and your credit experiences, such as your bill-paying history, the number and type of accounts, late payments, collection accounts, outstanding debt, and the age of your accounts is collected for your credit report. A credit scoring system awards points for each factor that helps predict who is most likely to repay a debt (or in this case fulfill the lease). The resulting score will determine "Approval", "Conditional Approval" or "Denial" of your application. Automatic denial will result from: False Social Security Number, Unpaid Housing Debt and/or Unpaid Eviction.
- CONDITIONAL APPROVAL:** In the event the application is conditionally approved, the resident will be subject to conditions for approval up to and including a guarantor requirement, a payment of up to two (2) monthly installments (based on the amount listed in your lease agreement) in advance to qualify for the lease, and/or financial aid qualifications (see income) requiring first month payment followed by lump sum payments upon each disbursement.
- CRIMINAL HISTORY:** A criminal history check will be performed on all occupants over 18. Deniable offenses include:
- Felonies, even if serving deferred adjudication or case pending.
 - Misdemeanors, even if serving deferred adjudication or case pending for the following:
 - Theft of Property, damage to property, or drug violation within 10 years from completion of sentence
 - Violence, Injury to persons, or sexual offenses regardless of time from completion of sentence.
- INCOME:** Monthly rent should not exceed 35% of gross monthly income of applicant. All income must be verifiable. Employed applicants may provide two most current consecutive pay stubs. Scholarships, study subsidies and/or inconsistent income such as alimony, commissions, or tips will require written verification. Self-employed applicants must provide the previous year's tax return. Unemployed applicants must provide documentation in the form of a bank statement, IRA, or trust fund reflecting a balance equal to the sum of the lease term rent.
- GUARANTORS:** Credit Scoring: Information about you and your credit experiences, such as your bill-paying history, the number and type of accounts that you have, late payments, collection actions, outstanding debt, and the age of your accounts is collected from your credit report. A credit scoring system awards points for each factor that helps predict who is most likely to repay a debt (or in this case, fulfill the lease). The resulting score will determine "Approval", "Conditional Approval" or "Denial" of your application. Automatic denial will result from: False Social Security Number, Unpaid Housing Debt, Unpaid Eviction, Negative TeleCheck, No SSN and/or No Credit. Guarantor's income must be equal or greater than 3.5 times the sum of the monthly rent; or, written documentation in the form of a bank statement, IRA, or trust fund reflecting a balance equal to the sum of the lease term.
- TIMELY SUBMISSION:** Every effort is made to process applications in a timely manner to ensure bedspaces are reserved on a first-come-first-serve basis. To make this possible, you must provide all application documents required to complete the application process within 72 hours of lease signing. Applications that are not completed within the above time frame will be considered to be cancelled with a requirement that any and all application deposits be retained as liquidated damages, and the parties will then have no further obligation to each other.

We are pledged to the letter and spirit of the United States 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, national origin, ancestry, creed, religion, sex, physical or mental disability, marital status, and familial status (families with children under the age of 18).

Signing this acknowledgment indicates that you have had the opportunity to review the landlord's tenant selection criteria. The tenant selection criteria may include factors such as criminal history, credit history, current income and rental history. If you do not meet the selection criteria, or if you provide inaccurate or incomplete information, your application may be rejected and your application fees will not be refunded.

Applicant Signature: _____	Guarantor(s) Signature: _____
Applicant Printed Name: _____	Guarantor(s) Printed Name: _____
Date: _____	Date: _____