

VIP Apartments

Rental Policy

It is our policy to offer equal housing for all people regardless of race, color, religion, sex, national origin, handicap status, familial status or any other federal, state or locally protected classifications.

Applicants must be 18 years of age or older. Anyone 18 and over residing in the apartment home will be required to be a lease holder. All occupants 18 and over will be required to fill out an application and have their criminal record checked.

All applications are subject to approval through an outside Application Processing Agency. Applicants who do not have a valid social security number cannot be processed through the agency and will, therefore, be declined for approval. The standard process is based on the review of the following criteria:

1. INCOME

To income qualify, each applicant must provide proof of income 2 times the amount of the monthly rent. If not verifiable by employer, we require the past 3 months of bank statements or certification from bank that the account maintains a minimum average monthly balance of three times the yearly rental amount for the past 6 months or longer. Self-employed applicants may provide a tax form or a letter from a certified public accountant to verify income.

2. EMPLOYMENT

An applicant must have verifiable employment and a year of employment history or a verifiable source of income. School will be accepted as an alternative to being employed, however applicant must still meet criteria with regards to rental debt and credit.

3. CREDIT/CRIMINAL

All applicants must provide a valid social security number. A credit report will be processed on each applicant. Approval is based on a satisfactory rating. We use the applicant screening service that checks all publicly available data on each applicant and models the applicant's ability to make rental payments. This process is applied consistently, leaving no room for subjectivity in the Applicant Screening Process. An additional security deposit may be required, if the Applicant(s)' credit rating falls within our Conditional Approval Range. These scores are proprietary to the company we use for credit scoring, and in no way are similar to the credit scored used by other companies, such as Equifax, TransUnion, etc. A criminal background check will also be processed on each applicant and anyone 18 and over as an occupant. Approval is based on a satisfactory rating.

4. RESIDENCY/RESIDENT HISTORY

One year of verifiable residency of current/previous address is required.

5. AN APPLICANT WILL BE AUTOMATICALLY DENIED FOR THE FOLLOW REASONS:

- a) Having unresolved debts to a current/previous landlord/mortgage and/or non-compliance with any terms of the lease contract and/or community policies.
- b) Having been evicted or currently in the process of being evicted by a landlord for cause.
- c) Bankruptcy has been filed and is currently in consideration, and no other final order of discharge has been entered.
- d) Providing falsified information on the rental application.
- e) A conviction, guilty plea or no-contest plea for felony involving injury, kidnapping, death, arson, rape, sex crimes and/or child sex crimes, extensive property damage or drug-related offenses (sale, manufacturing, deliver or possession with intent to sell) class A/Felony burglary or class A/Felony robbery. A conviction, guilty plea or no-contest plea, where the disposition, release or parole has occurred within the last seven years for: any other felony charges. A conviction, guilty plea or no-contest plea, where the date of disposition release or parole have occurred within the last three years for: and B or C misdemeanor in the above categories or those involving criminal trespass, theft, dishonestly, prostitution.
- f) Not meeting the income requirements.

6. OCCUPANCY: Maximum number of occupants per apartment:

One Bedroom=3
Two bedrooms=5

7. PROOF OF RENTERS INSURANCE

We recommend all residents have renter's insurance upon move-in, to ensure that you and your neighbors are protected in case of loss or damage due to fire or other causes. Renters insurance must cover a minimum of \$100,000 worth of liability coverage.

8. FEES AND DEPOSITS

To reserve an apartment, complete an application and leave a reservation deposit and the application fee. The application fee is non-refundable. Your reservation fee is non-refundable 24 hours after submission of the application. If the application is denied, either the check for the reservation fee that you submitted will be canceled or a check in the amount of the reservation will be mailed to the applicant within 30 days.

Applicant Signature/Date

Agent for Owner