

# NEIGHBORHOOD REALTY & PROPERTY MANAGEMENT

## RESIDENT QUALIFYING CRITERIA

Unit Address \_\_\_\_\_

Thank you for your interest in leasing a dwelling through Neighborhood Realty & Property Management (NRPM). To expedite the application process, we have listed the criteria necessary for qualifying.

1. A separate rental application must be fully completed, dated, and signed by each applicant.
2. The rental application will be reviewed when submitted to ensure we have all the information necessary to determine your eligibility.
3. Each applicant must provide a government photo identification card and allow them to be photocopied.
4. Employment and monthly income must be verifiable. Total monthly income of all applicants must be 3 times the monthly rent. If not, a higher deposit or guarantor may be required.
5. Applicants who are first-time renters or who do not have sufficient income under paragraph 4 above may qualify by paying a higher deposit or the lease guaranteed. The guarantor must have a gross monthly income of at least 6 times the monthly rent and must meet all other qualifying criteria. The guarantor must complete and sign a lease guaranty agreement. Only a relative or employer may guarantee the lease. Guarantors will be held responsible for the entire rent and other costs, such as damages, as long as you live in the unit, even if you have roommates.
6. If applicant's family will be occupying the dwelling, the family size must be appropriate for the unit, i.e., no more than two adults per bedroom in most circumstances. Our family occupancy policy takes the size and configuration of the unit as well as the children's ages during the term of the lease into consideration.
7. Applicants may be denied occupancy for the following reasons:
  - Falsification of application by any applicant
  - Incomplete application by any applicant
  - Insufficient income (total of all applicants)
  - Criminal conviction history of violent or sexual crime committed by an applicant or by other occupants (including children) who would live in the unit
  - The required credit history of any applicant is poor. Previous bankruptcy requires an additional security deposit equal to one months rent.
  - The required rental history reports are poor. A poor rental profile of any applicant may include the following:
    - Non-fulfillment of a lease
    - Non-payment or frequent late payment of rent
    - Eviction
    - Drug use
    - Damage to the unit
    - Poor supervision of applicant's children
    - Unruly or destructive behavior by applicant, applicant's children or guests
    - Violence to persons or property by applicant, applicant's children or guests

We do not discriminate because of a person's race, color, national origin, religion, sex, family status, disability martial status, sexual orientation, gender identity, age or status as a student.

I acknowledge that I had an opportunity to review the Resident Qualifying Criteria, which includes reasons why my application may be denied. I understand that if I do not meet the above selection criteria NRPM may reject the application. If I fail to answer any question or give false information, NRPM may reject the application, retain all application fees, administrative fees, and deposits as liquidated damages for its time and expense. I understand that my right of occupancy will be terminated.

Applicant \_\_\_\_\_ Date \_\_\_\_\_ Applicant \_\_\_\_\_ Date \_\_\_\_\_

Applicant \_\_\_\_\_ Date \_\_\_\_\_ Applicant \_\_\_\_\_ Date \_\_\_\_\_

Owner's Representative \_\_\_\_\_ Date \_\_\_\_\_