

# The Residence at Northgate

## Leasing Policy

It is the policy of The Residence at Northgate to offer Apartments for rental to the general public without regard to race, color, national origin, religion, familial status, or handicap. In order to assist you with your decision on your new home, we are providing the following list of guidelines used to qualify prospective residents of this community. Please note that these are our current rental criteria; nothing contained in these requirements shall constitute a guarantee or representation by the Apartments that all residents and occupants currently residing at this community have met these requirements. There may be residents and occupants that have resided in this community prior to these requirements going into effect; additionally, our ability to verify whether these requirements have been met is limited to the information we received from various resident credit reporting agencies and other third-party sources. **Please review this information before filling out an application.**

### ***Application Fee***

\$75 per application  
\$100 joint application

### ***Occupancy Standards***

One bedroom maximum occupancy = 2 persons  
Two bedroom maximum occupancy = 4 persons

### ***General Application Requirements & Information***

- Applicant(s) must show a current photo I.D.
- Applicant(s) must have a VALID social security card. Non-U.S. citizen applicants must provide a current passport, temporary resident form, employment authorization card, arrival/departure record, and some form of Foreign National I.D. that indicates Date of Birth and photo.
- Applicant(s) must have minimum of one year verifiable rental history in good standing.
- Applicant(s) must have NO evictions or unlawful detainer actions.
- Applicant(s) household income must be equal to or greater than 3 times monthly rent.
- Applicant(s) must have verifiable employment and/or income and a check stub must be provided as proof of income.
- Applicant(s) must have a satisfactory to Management credit history. Poor credit history will be considered for reasons for denial.
- Any Landlord Debt listed on Applicant(s) credit or collections must be paid in full with original written documentation or rental will be denied.

- Any Bankruptcies must be discharged by a minimum of TWO years and verified with original written documentation.
- Any open Bankruptcies will be denied for rental.
- Negative Check Writing history will be accepted ONLY with payment of rent/deposit in Certified Funds.
- Our apartment community accepts co-signers only in the event applicant does not meet the income requirements, but not in lieu of negative items. Such Guarantor must be a relative of the applicant and pay an additional application fee of \$50. Guarantors are subject to the same Guidelines as the applicant.
- Felony or misdemeanor convictions which involve moral turpitude (i.e., drug offenses, prostitution, theft, violent or sexual offenses, etc.) will be considered for reasons for denial.
- Applicant(s) that falsify information either written or verbal will be automatically denied for rental and the application deposit and all fees will be forfeited as liquidated damages.

X \_\_\_\_\_

**Applicant Signature**

**Date**

X \_\_\_\_\_

**Applicant Signature**

**Date**

X \_\_\_\_\_

**Owner's Representative**

**Date**

