

**THREE FOUNTAINS APARTMENTS
RESIDENT SELECTION CRITERIA
REVISED MAY 2023**

OCCUPANCY STANDARDS

The following guidelines have been established for the number of household members which will be allowed for each apartment floor plan:

Floor Plan	Square Footage	Maximum Occupants
Eff.	417	2 Persons Plus 1
1 x 1	697 / 767	2 Persons Per Bedroom Plus 1
2 x 2	979 / 1700	2 Persons Per Bedroom Plus 1

INCOME QUALIFICATIONS

Gross income must be 2 ½ times the monthly rental amount. Inconsistent income such as alimony, commissions, or tips will require written verification. The self-employed or anyone collecting cash must provide documentation on verifiable income (i.e., Tax Statement).

EMPLOYMENT QUALIFICATIONS

An applicant must demonstrate six (6) months of the most current consistent employment. Your signature is required in an effort to obtain all information from your employer. If not employed, proof of income and the verifiable financial ability to pay rent will be required.

RENTAL APPLICATIONS

Every applicant over the age of eighteen (18) must complete an application, without omission or falsification. False or misleading information given by applicant will be grounds for the rejection of the application, or eviction from the premises.

AGE

All leaseholders must be at least eighteen (18) years of age unless familial status applies, or documentation of emancipation is available. All occupants under legal age must reside with a parent or legal documentation or have proof of emancipation.

PUBLIC RECORDS

All applicants over the age of eighteen (18) will be required to provide a copy of a valid State Driver's License or State Identification Card. A public records search will be conducted in order to establish confirmation of the validity of the information provided. A criminal records search will be conducted on all applicants. Conviction of or pending charges of a felony offense against a person, property, or involving controlled substances could constitute the rejection of the application. If pending charges are dismissed, the applicant may reapply for residency. Final judgements against an applicant for an eviction for nonpayment of rent or for any other just cause will be grounds for an applicant's rejection.

CREDIT HISTORY

A credit report will be obtained for all applicants. Unpaid outstanding amounts owed to a rental housing company or facility will constitute the automatic disqualification of the application. Applications declined for credit reasons may reapply after 45 days.

RENTAL / RESIDENCE HISTORY

An applicant must provide six (6) months of the most current verifiable rental history. Three (3) or more late rental payments within any consecutive six (6) month time-period, or one (1) or more lease infractions may disqualify an application. Any Final Judgments paid or not paid are grounds for automatic disqualification. If applicant has / had a mortgage, proof of mortgage or sale of mortgage will be required.

STUDENTS

Students without proper income, employment and / or rental history will be permitted with a Payment Guarantor, but they must pass the credit and criminal background check. Proof of school attendance will be required.

FIRST TIME RENTERS

First time renters will be permitted with a Payment Guarantor, but must meet income requirements, and pass a credit and criminal background check.

GUARANTOR REQUIREMENTS

Guarantor must pass credit and criminal background check, provide proof of mortgage or at least six (6) months of rental history, and at least six (6) months of verifiable employment history. Guarantors must show proof of gross income 2 ½ times the monthly rental amount. Guarantors must be family members.

PETS

Two (2) pets are permitted per apartment home. The pets must be under 20 pounds at full growth and 18 inches or under from the shoulder. Proof of current vaccinations must be provided for each pet. Pets must be kept on a leash when outside of the apartment. Cats must be “indoor” pets and cannot be allowed to roam free. All pets must be picked up after when outside. Fish tanks over 20 gallons will require proof of renter’s insurance. Exotic pets are not allowed. An additional deposit of \$200 will be required along with a one-time non-refundable pet payment of \$100. A monthly pet rent of \$15 per pet will also be collected.

PARKING

All vehicles should be in good and running order and with valid registration. Those vehicles which are “broken down” should be removed from parking area or will be towed at owner’s expense. Covered parking is available for \$25 per month. Any vehicle found parked in a carport area without written permission from management will be towed at the owner’s expense without prior notification.

EQUAL HOUSING

Three Fountains Management and its employees are pledged to the letter and spirit of the United States Policy for the Achievement of Equal Housing Opportunities 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, religion, sex, handicap, familial status, or national origin, age, citizenship status, genetic information, sexual orientation, gender identity, serious medical condition, or domestic abuse leave.