

# Leasing Criteria

We are proud to provide Equal and Fair Housing Opportunities. We do business in accordance with Federal Fair Housing laws and regulations. It is illegal to discriminate against any person because of race, color, religion, sex, handicap, familial status, or national origin.

Every person over the age of 18 must be a leaseholder.

## **INCOME / EMPLOYMENT:**

All persons applying for an apartment must have a verifiable source of income in a gross amount of no less than **three (3) times** the gross rental rate. We require verification of income of all occupants 18 years of age and over.

All applicants will be required to produce verifiable proof of income documentation to be submitted to our verification service, **DocuVerus**. For employed applicants, PDF earnings statements covering the *6 most recent weeks* are required. For self-employed applicants or applicants who receive non-employment income, personal PDF bank statements covering the *3 most recent months* are required. PDF bank statements may also be required for employed applicants. Applicants starting a new job may provide an offer letter, but PDF earnings statements for the prior employer (if applicable) and PDF bank statements covering the 3 most recent months will also be required. The PDF documents must be the **ORIGINAL** document obtained/downloaded from your employer's payroll system or online banking system. *No screenshots*. Providing clear and legible documents will help your application process move smoothly and quickly.

If we are unable to verify your employment, we reserve the right to deny the application. In the event of multiple applicants/roommates, combined information may be considered.

## **RENTAL HISTORY:**

All persons applying for an apartment must have 12 months of verifiable, satisfactory history (all addresses revealed during processing will be researched). Satisfactory history includes the following:

- No more than one late payment or NSF in a six (6) month period
- Lease term fulfilled, residence left in satisfactory condition, and proper notice to vacate given.

## **CREDIT HISTORY:**

A complete investigation of the credit history of each applicant and occupant over the age of 18 will be made and will require a satisfactory rating. Negative credits include, but are not limited to: past due accounts, judgments, liens, write-offs, balance due to a rental community, broken leases, and evictions.

## **OCCUPANCY / VEHICLE STANDARDS:**

No more than two (2) persons per bedroom + 1 child younger than 12 months of age. One (1) vehicle per apartment lease holder.

## **OTHER POLICIES:**

- **Application and admin fees:** Non-refundable application fees and nonrefundable administrative fees with each completed application need to be paid before processing of your application.
- **Deposits:** Security deposits are required. The amount of your security deposit will be determined based on your application, including your rental, credit, and criminal history. Cancellation after approval will result in forfeiture of the deposit.
- **Pets:** Pets may be accepted with a 50-pound limit (maximum of two per apartment) - a non-refundable pet fee is required per pet. We comply with all applicable laws regarding Assistance Animals.
- **Aggressive Breeds:** the following breeds are NOT allowed:
  - Akitas
  - Bulldogs
  - Chows
  - Doberman Pinschers
  - Fila Brasileiros
  - Mastiffs (Bull Mastiffs, Canary Mastiff/Presa Canarios, Italian Mastiff/Cane Corso)
  - Pit bulls (Pit Bull Terrier)
  - Rottweilers
  - Shar Peis
  - Terriers (American Staffordshire Terrier, Staffordshire Terrier)
  - Wolf Hybrids



# Leasing Criteria

## **RENTER'S INSURANCE**

Renter's insurance is required for your protection.

## **CRIMINAL HISTORY:**

A criminal background search will be conducted for each applicant and occupant over the age of 18. Any felony convictions or misdemeanors for theft of property, violence, drug violations, injury to persons, damage to persons, damage to property, sexual offenses, and/or moral turpitude status, even if currently serving deferred adjudication, convicted, or case pending will be an automatic denial of the application.

Applicant(s) will be denied if convicted of offenses listed under Section 42A.054 of the Texas Code of Criminal Procedure including the following offenses (and any similarly classified offenses in jurisdictions outside of Texas):

- Murder
- Capital murder
- Indecency with a child by contact
- Aggravated kidnapping
- Aggravated sexual assault
- Aggravated robbery
- An offense under Chapter 481 of the Texas Health and Safety Code, for which punishment is increased under:
  - Section 481.140 of the Texas Health and Safety Code; or
  - Section 481.134(c), (d), (e), or (f) of the Texas Health and Safety Code, if it is shown that the offender has been previously convicted of an offense for which punishment was increased under the aforementioned subsections
- Sexual assault
- Injury to a child, elderly individual, or disabled individual, if the offense is punishable as a felony of the first degree and the victim of the offense is a child
- Sexual performance by a child
- An offense under Section 15.03 of the Texas Penal Code, if the offense is punishable as a felony of the first-degree
- Compelling prostitution
- Trafficking of persons
- Burglary, if the offense is punishable under Section 30.02(d) of the Texas Penal Code and the actor committed the offense with the intent to commit a felony under Section 21.02, 21.11, 22.011, 22.021, or 25.02 of the Texas Penal Code
- Any offense where the offender used or exhibited a deadly weapon during the commission of a felony offense or during immediate flight therefrom

Applicant(s) will be denied if receiving a reportable conviction or adjudication, as defined by Article 62.001 of the Texas Code of Criminal Procedure (or any other similarly classified offenses in jurisdictions outside of Texas) which requires offenders to be registered as a sex offender. Applicant(s) will be denied if convicted of the illegal manufacture or distribution of a controlled substance as defined in Section 102 of the federal Controlled Substances Act. Applicant(s) will be denied if convicted or subject to deferred adjudication for a felony relating to violent activity (or similarly classified offenses in jurisdictions outside of Texas) not listed above if the incarceration, probation, or deferred adjudication period was completed within 10 years from the date of application. Applicant(s) will be denied if convicted or subject to deferred adjudication for a misdemeanor offense relating to violent activity (or any similarly classified offenses in jurisdictions outside of Texas) if the incarceration, probation, or deferred adjudication period was completed within 5 years from the date of application.

## **SECURITY DEPOSITS:**

We are a Zero Deposit Community! Security deposits are eliminated by paying a small monthly fee with rent each month. This reduces your total move-in costs!

Alternatively, you may choose a traditional cash security deposit. Our security deposits start at **50%** of one month's rent.\* For example, if the monthly rent is \$1,000, the security deposit is \$500. Security deposits must be paid in full with certified funds (money order or cashier's check) before move-in.

*\*Higher deposits may apply based on your renter profile. For example, a higher security deposit will apply if you are a first-time renter and do not have any prior rental history. Please contact our leasing office if you have any further questions.*

Processing of applications can take 1-3 business days once we receive all information needed to process the application. We reserve the right to request any additional information needed to approve the application. Failure to meet the above criteria, failure to provide requested information, or verification of any information and/or falsification of any information on the rental application will result in a denial of the application.

