

**Solivita Commons**  
725 W. Alluvial Ave.  
Clovis, CA 93611

## **Applications**

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- Once the management team receives your interest list request form (if applicable) you will be placed on the interest list. When you have been contacted with availability, the management team will invite you to the office to conduct an interview. During this interview, we will begin the verification process to make sure that your household meets our qualifications.
- During the interview you are required to pay a non-refundable application-processing fee of \$25.00 (amount subject to change) per adult and pay a holding deposit of no less than \$100.00 along with a deposit holding form. All household members, 18 years and older, must be present for the interview.
- Applications are processed and approved on a first come, first serve basis, multiple applications may be processed simultaneously, management will do their best to accommodate all approved applicants.
- Be prepared to wait an average of 2 weeks for the application process to be complete.
- If the application is approved you will be required to a) sign a rental agreement in which you agree to abide by all the rules and regulations; and b) pay your security deposit and first month's rent. All move in money owed must be paid in the form of certified funds.

## **Selection Criteria**

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### **Identity and Age Verification**

- Positive identification with a government issued document with picture will be required.
- Valid social security number or TIN required for at least one adult applicant in each household.
- Complete and accurate rental applications are required.
- All applicants must be eighteen years of age or older. Emancipated minors must show written legal proof.
- Inaccurate or falsified information will be grounds for denial.
- Any individual, who may constitute a direct threat to the health and safety of an individual, the community or the property of others, will be denied.
- Households comprised of all full-time students (including Kindergarten – 12 grades) may not qualify unless certain exceptions are met.
- Original Birth Certificates for all household member under the age of 18 must be provided.

### **Income Verification**

- Monthly household income should be at least two and one half (2.5) times the stated monthly rent. It must not exceed a certain income limit. See management for current income limits.

### **Employment Requirements**

- Current verifiable employment, from a third-party reference. Three (3) months of consecutive pay stubs will be required, for new move-ins and upon annual recertification of any existing household.
- Verifiable income will be required for households who are unemployed. (*Verifiable income may mean, but is not limited to, bank accounts, alimony/child support, trust accounts, social security, unemployment, welfare, and grants/loan.*)
- Self-employed applicants will be required to show proof of income through copies of the previous year's tax returns and current profit and loss statement.
- Income reported as recurring gift will be subject to annual restrictions and must be notarized for consideration.
- You will be denied if your source of income cannot be verified.
- Monthly household income should be at least two (2) times the stated monthly rent. It must not exceed a certain income limit. See management for current income limits.

### **Credit Screening**

- Chapter 7 & 13 bankruptcies not discharged from the date of application will be denied.
- Credit report reflecting ANY kind of debt owed to previous Landlord(s) will be denied.
- Car/Auto repossessions, less than 2-years from application date will be denied
- Collections or Unpaid balances at time of application to PG&E/Utility Company or pay day loans will be denied.
- Reports of bad checks, less than two years will be denied.



# SOLIVITA COMMONS RENTAL CRITERIA

- Outstanding debt (i.e., collections, judgments, etc.,) being reported on the credit report, will be reviewed by a third party and a decision will be sent back to Community Manager.

**Residential History**

- Two years of positive, concurrent, contractual rental history will be required, history not meeting this requirement could be subject to conditional approval stipulations.
- Home ownership will be verified through escrow documents. Mortgage payments must reflect positive payment history.
- 7 years of eviction free rental history will be required, this includes Unlawful detainers or judgments from rental properties.
- Rental history reflecting damage to property will be denied.
- Three or more NSF checks or three or more ‘pay rent or quit’ notices within one year of residency will result in denial.

**Criminal Background Investigation\***

- Criminal background investigations will be conducted on all applicants.
- A conviction, guilty plea or deferred adjudication within the past 10 years for any crime involving drugs, weapons, gang activity, sexual crimes, injury – real or threatened – to a person or property, theft or passing bad or forged checks is grounds for immediate denial of an application. \*This is subject to change in accordance to HUD Guidelines.

**Occupancy Guidelines**

<u>Apartment Size</u>	<u>Maximum Occupants</u>
One Bedroom	Three People
Two Bedroom	Five People
Three Bedroom	Seven People

- Occupancy is based on the number of bedrooms in an apartment home. A bedroom is defined as a space within the premises that is used primarily for sleeping, with at least one window and a closet space for clothing.
- Two persons are allowed per bedroom plus an additional 1 person for the entire apartment home.
- Minimum occupancy requirements are subject to property program types and are subject to change.

**Disabled Accessibility**

- Solivita Commons Apartments makes every effort to accommodate residents and applicants with disabilities. Please inquire with management if you require an accommodation due to a disability.

**Student Status**

- This rental community has received funding from a program which does not generally allow occupancy by households comprised entirely of full-time students. The information on the student status form as well as on the verification of student status form is requested as part of the household qualification process and must meet all program requirements.

**Pet Policy/Pet Status**

- Pets are NOT authorized, without the written permission of landlord, signed policies/agreements and applicable deposits required at time of approval.

**Other**

- Existing households requesting unit changes will be required to meet all rental criteria.





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Our community operates, primarily, under the Affordable Housing Program; by way of Section 42 of the Internal Revenue Service code. This program is designed to facilitate the housing needs of low, moderate and middle-income families. Residence at **Solivita Commons Apartments** requires that applicants meet certain qualifying income standards established by the government and the Managing Agent. Be advised; The Section 42 Affordable Housing Program is not specifically associated with Section 8, or other commonly-known “low-income/income-based rent” housing programs.

**In Fresno County, the 2021 California Tax Credit Maximum Income Levels effective 04/01/2021 (by household size) are as follows:**

Household Size	1	2	3	4	5	6	7
30% (TCAC)	\$ 14,640	\$ 16,740	\$ 18,840	\$ 20,910	\$ 22,590	\$ 24,270	\$ 25,950
40% (TCAC)	\$ 19,520	\$ 22,320	\$ 25,120	\$ 27,880	\$ 30,120	\$ 32,360	\$ 34,600
50% (TCAC)	\$ 24,400	\$ 27,900	\$ 31,140	\$ 34,850	\$ 37,650	\$ 40,450	\$ 43,250
60% (TCAC)	\$ 29,280	\$ 33,480	\$ 37,680	\$ 41,820	\$ 45,180	\$ 48,540	\$ 51,900
70% (TCAC)	\$ 34,160	\$ 39,060	\$ 43,960	\$ 48,790	\$ 52,710	\$ 56,630	\$ 60,550
80% (TCAC)	\$ 48,800	\$ 44,640	\$ 50,240	\$ 55,760	\$ 60,240	\$ 64,720	\$ 69,200

**In Fresno County, the 2021 California Tax Credit Maximum Rent Levels, (amounts shown are after reduction of applicable utility allowance), effective 04/01/2021 are as follows:**

Unit Size	Utility Allowance	Net Rent at 30% Income Level	Net Rent at 40% Income Level	Net Rent at 50% Income Level	Net Rent at 60% Income Level	Net Rent at 70% Income Level	Net Rent at 80% Income Level
1 Bedroom	\$52	\$340	\$471	\$601	\$732	\$863	\$994
2 Bedroom	\$72	\$399	\$556	\$713	\$870	\$1,027	\$1,184
3 Bedroom	\$93	\$450	\$632	\$813	\$994	\$1,175	\$1,357

The net rent is subject to change and is based upon median incomes determined by the Department of Housing and Urban Development (HUD) and estimated utility costs. There are a specific number of apartments available at each income level. Deposit amounts are standardly set and based upon bedrooms-in-unit. However, reports of blemished credit and/or negative or no rental history may increase the required security deposit amount up to two (2) times the monthly net rent.

**\*Non-refundable application fees have been established at \$25 per adult household member. A \$100 holding deposit is also required at the time of application. This amount is refundable upon denial of an application. It is NOT refundable if applicant prematurely withdraws from the process before a determination of eligibility has been reached.**

**Additional information regarding the application process, its requirements and general information can be found on the Solivita Commons Application Checklist.**





# SOLIVITA COMMONS RENTAL CRITERIA

## Application Decision

**If an Application is Declined:** Applicants will be notified in writing of any application denial and given fourteen (14) days to respond in writing to request a meeting to discuss the rejection. All application fees are non-refundable. If your application is denied, included in the written notification you will be given the information to obtain a copy of the consumer report that we used in determining our decision.

**If an Application is cancelled:** All application fees are non-refundable. If for any reason you withdraw your application or notify us that you have changed your mind about renting an apartment, the holding fee will be forfeited once the application has been communicated as approved. Failure to submit all required documents within (7) calendar days from the date of application will be considered as a voluntary cancellation and surrender of holding fee on record.

**Failure to Execute the Lease:** In the event that you fail to sign the Lease Agreement after application approval, all said fees and deposits are non-refundable.

**Applicant Re-Apply Policy:** In the event that your application is denied, a minimum waiting period of 90-days must pass before a new application may be submitted. A new application fee and all other fees and/or deposits will need to be paid at the time of new application.

If your application is denied due to negative and/or adverse information being reported you may:

- Request a copy of your consumer credit report.
- Request a correction of the information if you deem said information to be inaccurate.
  - Write to our: Equal Housing Opportunity Manager  
6485 N. Palm Avenue, Suite 101, Fresno, CA 93704

**BE ADVISED: Incomplete, inaccurate or falsified information will be grounds for denial.**

## Equal Housing Opportunity

GSF Properties, Inc. (Managing Agent of this property) and all its associates support the principle of equal housing opportunities and adhere to the Fair Housing Laws. The company does not discriminate in the daily management of the communities, leasing of apartment homes or in any business practices related to its services, on the basis of race, color, religion, national origin, sex, familial status, handicap, gender identity, gender expression, marital status, medical condition, ancestry, source of income, age, genetic, arbitrary discrimination or any other factor under protection by federal, state or local laws.

**All applicants must agree to the following by signing this *Rental Criteria Form*.**

I have read and understand the rental criteria:

\_\_\_\_\_  
Prospective Resident

\_\_\_\_\_  
Date

\_\_\_\_\_  
Prospective Resident

\_\_\_\_\_  
Date

\_\_\_\_\_  
Prospective Resident

\_\_\_\_\_  
Date

\_\_\_\_\_  
Prospective Resident

\_\_\_\_\_  
Date





# SOLIVITA COMMONS RENTAL CRITERIA

\_\_\_\_\_  
Prospective Resident

\_\_\_\_\_  
Date

