QUALIFICATION FORM

Community	Date

VALID STATE OR FEDERAL PHOTO I.D. REQUIRED TO TOUR COMMUNITY

It has been a long-standing policy of _____ Apartments to practice equal opportunity housing for renters. All persons 18 years of age and older must complete a separate Application For Residency and if approved, sign the Lease Agreement. All rental applications are judged solely on the following criteria.

Yearly Income

The minimum yearly income requirement for one applicant's income shall be _____ times the yearly rental amount. The minimum yearly income requirement for two or more applicant's income shall be _____ times the yearly rental amount. All regular and expected income will be considered. Savings and short-term investments may also be considered as sufficient income if the total value meets or exceeds _____ times the yearly income requirement.

Minimum Income Requirements

Apartment Style	Monthly Rental Rate	Yearly Income - 1 Applicant	Yearly Income - 2 or More Applicants
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Proof of Income/ Length of Employment

Applicant(s) must supply written proof of income. If employed, applicant must provide a letter from their employer and _____ current paycheck stubs. The guideline for length of time on the job is _____ months.

Credit and Criminal History

Decisions will be based on consumer reports ran by a third-party screening agency. Reports include, but are not limited to credit, court, bankruptcy, landlord/ tenant and criminal reports.

References

References listed on the Application For Residency may be verified by the Property Manager, including employment, landlord and personal references.

Number of Occupants

The maximum number of people who may occupy an apartment are as follows.

Unit Type	Studio (0) Bedroom	One (1) Bedroom	One (1) Bedroom	Two (2) Bedroom	Two (2) Bedroom	Three (3) Bedroom	Four (4) Bedroom
Unit Size	All square footage	650 SF and under	651 SF and over	1100 SF and under	1101 SF and over	All square footage	All square footage
Maximum Occupancy	2 occupants	2 occupants	3 occupants	4 occupants	5 occupants	7 occupants	9 occupants

Guarantor

In certain circumstances a qualified guarantor may be used to assist the applicant(s) in qualifying for an apartment. If a guarantor is permitted, the guarantor must complete an Application For Residency, provide proof of income and/or employment meeting _____ times the yearly rental amount, and meet the credit and criminal requirements.

By signing below, the undersigned applicant(s) acknowledges having read and understood the qualification requirements outlined herein.

Landlord/ Agent Signature	Print Name	Date
Applicant Signature	Print Name	Date
Applicant Signature	Print Name	Date
Applicant Signature	Print Name	Date
Applicant Signature	Print Name	Date
Applicant Signature	Print Name	Date
Applicant Signature	Print Name	Date