

VILLAGE SQUARE
STATEMENT OF RENTAL POLICY

- AVAILABILITY:** Based on the availability of specific apartments.
- RENTAL APPLICATION:** To be completed by all applicants and/or co-signers over the age of 18. An application fee of \$50 per applicant is due and will not be refundable. An application is considered incomplete unless all required applicants have submitted the proper forms along with all required deposits and fees. A non refundable administrative fee will be deducted from each required deposit.
- OCCUPANCY:** Maximum of two persons in a one-bedroom apartment.
Maximum of four persons in a two-bedroom apartment.
- An addition minor child being twelve (12) months of age or less who occupies the same bedroom with the child's parent, guardian, legal custodian, or person applying for that status during the term of the lease, will be permitted in addition to the number of occupants defined in the paragraphs above. Proper documentation may be required for minor proving age.
- PETS:** Cats and dogs deemed not aggressive by the local veterinarians will be accepted with an additional deposit. Cats should be de clawed. We will accept up to two (2) cats per unit and (1) dog per unit. Fish tanks up to 20 gallons and caged birds will be accepted if registered and approved by the management. Only one pet allowed per apartment home, under 25 lbs, and no other pets will be allowed.
Management will require written documentation of weight, breed, and age. The following breeds, including-mixes, are not accepted: Rottweiler, Doberman, Chow, Pit Bull, German Shepard, and Stafford Shire Terrier. Violation of this policy will result in fines as outlined in the lease contract.
- VEHICLES:** No recreational or commercial vehicles will be allowed. The management reserves the right to limit or disallow cars and motorcycles as well as to change or amend these policies at any time. (Two (2) cars per apartment, one (1) space is reserved).
- CRIMINAL OFFENCES:** A criminal background check will be performed on all occupants aged 18 or older. Applicants will be rejected for felonies. Any convictions or charges involving sexual crimes, weapons charges, crimes against person or crimes related to the sale or manufacture of a controlled substance will be declined.
- CREDIT:** No established credit will be considered satisfactory with an additional deposit or guarantor. Applicants must not have a bankruptcy in the past 4 years. If the bankruptcy has been discharged proper documentation must be provided. We will review credit for the past 48 months. Sixty percent of all credit lines from the past 48 months must show paid on time or as agreed. If an eviction reflects within the last 60 months, the application will automatically be denied. Applicant must not have any outstanding electric bills. Applicant must have no landlord debt in the past 60 month: If an agreement for a payment plan has been arranged on an outstanding debt, then proper documentation must be provided. Student loans and medical bills will not be considered.

INCOME: Verifiable gross monthly income shall be a minimum of 3.5 times the monthly rent Two (2) written pay stubs along with written verification of your employment from your employer is required. Self-employed persons must show a tax return or other documentation satisfactory to management.

EMPLOYMENTS: Must have stable employment in this country for 6 months continuous (current and previous can be combined) Not to exceed 2 jobs, or have 1-20 verification. School can be accepted as an alternate to employment as long as it is verifiable and income requirements are met. In the event the applicant is a new immigrant to this country for employment opportunities or to attend school, documentation such as a 1-9, green card, or passport must be provided.

RENTAL HISTORY: Present and/or previous residence of at least 48 months having a payment history reflecting no more than one late and of one NSF during that period. Sufficient notice must have been given. If no rental history is reflected we may require an additional deposit and or a qualified guarantor.

CO-SIGNERS: Due to lack of applicant's employment history or insufficient income, a lease, guarantor may be allowed at the manager's discretion. The co-signer must fill out the appropriate addendum and meet all qualifications and guidelines. Guarantors must meet all qualifying guidelines

◆We are pledged to the letter and spirit of the United States Policy for the achievement of equal housing opportunity throughout the nation. We encourage and support affirmative advertising and marketing programs in which there are no barriers to obtaining housing because of race color, national origin, ancestry, creed, religion, sex, physical or mental disability, marital status, and familial status (families with children under the age of 18).

I have read and understand the terms and conditions outlined above.

APPLICANT SIGNATURE

DATE

APPLICANT SIGNATURE

DATE

OWNER SIGNATURE

DATE

