

CONCORD APARTMENTS RENTAL CRITERIA

Rental Application

The rental application must be completed and submitted with an earnest money deposit. This deposit must be in the form of a check or money order. The deposit check will be used towards the security deposit, if the applicant is approved for rental. Applications will not be processed without this minimum deposit. **UNDER NO CIRCUMSTANCES WILL AN APARTMENT BE HELD WITHOUT THE APPROPRIATE DEPOSIT.**

Income Requirements

Gross income level must meet or exceed three times the amount of your monthly rent. Applicants must be able to have a verifiable employment status or submit documentation providing information on alternative source of income, such as investment income, pensions, child support, etc. Employment with a friend or relative may require further inquiry. The attached application verification form shall be used to verify income, length of employment and alternate source of income.

Rental History

The applicant(s) must have a minimum of two (2) years positive leasing or mortgage payment experience. If this is the only barrier to application approval, management may waive it.

Credit, Criminal and Eviction Checks

Credit, criminal registered sex offender and eviction checks will be performed on all applicants. Applicant(s) must have a positive credit history. Negative credit, criminal or eviction history may be reason to reject an application.

Living Requirements

The occupancy limitations are no more than: one person per efficiency apartment, two persons per one bedroom apartment and four persons per two-bedroom apartment. In each case, at least one person must be 18 years of age or older.

The following are included in this calculation: (a) all full-time members of the household; (b) all individuals anticipated to reside in the unit; (c) individuals who are away at school but reside in the unit during school recess; and (d) live-in attendants. Renters may not provide bedroom space for others who are not members of the household, such as adult children home on active military duty, or visitors. There may be limitations on the number of adult occupants due to parking limitations.

Security Deposits

All rent and other charges, including security deposits, must be **paid in full prior to move in**. If your **lease begins 30 days or more after the approval date**, we require the security deposit to be paid 30 days after the approval date. (i.e.- Your application is approved on March 31st, your lease begins May 15th. Your security deposit is due April 30th.) Please also note a small refundable security deposit charge of \$12 per set of apartment keys is required.

Application Form

All spaces on the application form must be completed, including the signature line at the bottom of the form. Applications must be signed in the presence of management.



Equal Housing Opportunity