



APPLICATION CRITERIA

All applications for residency with Quality Management Group are processed in accordance with Federal and State Fair Housing Laws.

Every person eighteen (18) years of age and older who will be residing in the residence must submit a completed application. When submitting your application, we will require the following items: 1) your Social Security Card, or Taxpayer Identification card, and 2) a valid and current government issued photo ID, and 3) documentation that substantiate and verify your current income. Documents that substantiate verifiable income include, but are not limited to, the last three (months*) most recent, consecutive pay-period pay stubs or pension statements; an Award Letter from Social Security, SSI, Disability, Court Ordered Child Support, AFDC, Housing Assistance; third-party Employment Verification if paid on a cash basis; for self-employed individuals, most recent 2-years tax returns and/or Schedule C (Profit and Loss Statement).

The following items will be taken into consideration during the processing of your application:

INCOME

- Total gross monthly income must be a minimum of 2.0 times the monthly rent amount (or tenant paid portion of rent).
- All sources of income must be **legal, verifiable, and paid directly to the prospective applicant.**
- Applicants must disclose all asset accounts including, but not limited to savings, checking and/or retirement-savings accounts, real property ownership, stocks, bonds, mutual funds, or other investment portfolio.
- *** For Tax Credit Properties 3 months of each employee's most recent pay stubs must be submitted.**

RENTAL HISTORY

- The applicant(s) must have at least two (2) years of positive verifiable rental history
- The application may be subject to denial if:
 - The applicant(s) has less than two (2) years verifiable rental history,
- QMG exercises the right to increase the standard Security Deposit up to the legal limit.

CREDIT HISTORY

- Application **will be** declined if applicants have:
 - Prior Evictions
 - Non-Discharged Bankruptcy
- Application may be declined if applicants have recent/active Tax Lien(s) or Judgment(s).
- Collection accounts and charge offs will be considered if they represent less than 50% of the total lines of credit as listed on the credit report.
- A bankruptcy will be considered if it has been discharged by the courts.
- If an applicant has no prior credit history, or if credit history is unable to be verified, QMG exercises the right to increase the standard Security Deposit up to the legal limit.



CRIMINAL BACKGROUND

- An application **will be** denied for any convictions related to the following criminal activity:
 - Any terrorist related convictions
 - Any felony convictions relating to the sale, manufacture or possession of illegal drug
 - Any felony conviction for theft, fraud, firearms violations, or crimes against persons or property

Please take your time and fill out the application thoroughly and accurately to insure timely processing. Fraudulent and/or misleading applicant information will be grounds for application denial. We process all applications for residency in full compliance with Equal Housing Opportunity.

Applicant(s) represent that all statements and documents provided are true and correct. Furthermore applicant(s) authorize verification through credit screening companies. Owner/Agent may obtain reports that may include, but are not limited to, credit reports, unlawful detainer reports, bad check searches, social security number verifications, fraud warnings, criminal background reports and previous residential history. Applicant(s) consent to allow Owner/Agent to disclose tenancy information to previous or subsequent Owner/Agents.

Upon notification by the owner/agent of application processing, I agree to pay an application screening charge in the amount required by the Owner/agent (\$16) it should be paid in the form they specify, which in this case is a money order or cashier's check. I will be issued a Receipt for Application Fee upon payment; which will authorize the owner/agent to obtain any such credit reports, character reports, and/or criminal reports, and verification of rental history as it deems necessary to verify all information outlined in this application.

The undersigned is applying to rent the premises designated as:

Apartment number: _____, located at: _____.

The rent for which is \$ _____. Upon approval of this application and execution of this lease agreement, the applicant shall pay all sum dues, including the required security deposit of \$ _____ prior to occupancy.

Your signature acknowledges that you have received a copy of this document

Applicant: _____ Date: _____

Applicant: _____ Date: _____

Applicant: _____ Date: _____

Applicant: _____ Date: _____

Applicant: _____ Date: _____

Applicant: _____ Date: _____

