



N7152 Bowers Road Elkhorn WI 53121 (262) 642-9286 Fax (262) 642-9228

### Qualifications for Rental Application Approval

Thank you for your interest in our apartments. Described below is the criteria used for determining qualification of all future tenants. Please review prior to completing an application.

#### INCOME

- Gross monthly income must be three (3) times the monthly rent. Roommates may qualify together.
- Management will verify income by contacting employers, requesting two most current pay stubs or with an offer letter if starting new employment.
- Any other source of income, such as social security, etc. requires a statement provided by the appropriate agency.

#### WORK HISTORY

- Twelve (12) months of verifiable job history at a minimum.

#### CREDIT HISTORY (excludes medical bills, tax liens and student loans)

- Approved (600+): Security deposit will be equal to one month's base rent
- Approved with Conditions (550-599): Double security deposit OR cosigner
- Approved with Conditions and Cosigner (500-549): Double security deposit AND cosigner
- Approved with Conditions (No Credit Score): One year of re-occurring installments paid in certified funds by lease start date OR co-signer with double deposit.
- No outstanding balances to any utility company or cable/internet services.
- Bankruptcies are acceptable only if they have been discharged. Proof of discharge required.
- Judgments are acceptable if they are not from another apartment complex or rent related in any way.

#### RENTAL HISTORY

- A minimum of six (6) months good rental history or a mortgage account will be verified.
- No outstanding skips or evictions, whether verified by credit reports or by previous landlords will be accepted. If paid, proof of payment will be required.
- No balances due to previous landlords will be accepted.

#### MISCELLANEOUS

- Each applicant must qualify individually in three (3) out of the four (4) categories with the exception of the income amount and credit standard.
- No misdemeanor or felony convictions that demonstrate a risk to resident safety or are housing related, including causing bodily injury or harm, will be accepted.

**I/We have read and understand the qualification guidelines that have been established for this community. By signing below, I/we understand that any false information provided here in will be automatically grounds for refusal of the application.**

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Applicant Date

\_\_\_\_\_  
Applicant Date

\_\_\_\_\_  
Applicant Date

\_\_\_\_\_  
Applicant Date

\_\_\_\_\_  
Agent for Owner Date

