

Resident Qualifying Criteria

Archer & Moreno Realty, LLC is committed to equal housing and we fully comply with the Federal Fair Housing Act. We do not discriminate against any person because of Race, Color, Religion, Sex, Handicap, Familial Status, National Origin or Age. We also comply with all state and local fair housing laws. Application process:

1. Completed applications are processed in the order they are received. Please note “completed applications” are those correctly and completely filled out, with all required paperwork, funds and/or documentation. Omitted, inaccurate, or incomplete information will delay the processing and is considered grounds for denial of the application.
2. A non-refundable application fee of \$50.00 (money order or cashier’s check), payable to Archer & Moreno Realty, LLC, for processing must be submitted with the completed application.
3. All applicants must provide at least one form of current photo identification when the application is submitted.
4. Any additional fee(s) required to be paid by an applicant’s landlord or employer for A&M Realty to verify information must be paid by the applicant and must be paid in advance to allow complete processing of the application.

Criminal Background. A Criminal Background check will be conducted on each applicant. The inability to obtain a complete criminal background check, any felony or serious misdemeanor charge(s) and/or conviction(s) are grounds for denial of the application. We will not rent to anyone convicted of a felony, drug related conviction(s), or to any convicted sex offender or anyone required to register as a sex offender.

Credit. To determine satisfactory credit worthiness, we will obtain a report from a credit-reporting agency. However, if it is determined your credit problems are currently being resolved, your application might possibly be approved with a stipulation of an additional security deposit.

Rental History. Rental History must be verified from unbiased sources. Home ownership will be verified from a current credit report. We accept Military Base Housing as rental history; however, the reason for terminating base housing must be verified.

Income Verification. Income should be a minimum of three times the rent and verified by an employer, through pay stubs, tax records, and/or bank statements. Self-employed income must be verified by a copy of a financial statement certified by a Certified Public Accountant. Employment history should reflect at least six months with current employer. Transfers/relocations must have verifiable correspondence with an accepted job offer.

Smoking Policy. No smoking will be allowed in the living area of the residence, to include the garage.

Criteria for Pets. Policies on pets vary from property to property. It is the owner's prerogative to allow or not to allow pets. General rules regarding owners who allow pets are as follows:

1. No more than two pets per property are permitted without specific owner approval.
2. Breeding of pets for sale is not permitted.
3. Male cats must be neutered.
4. No aggressive or mixed aggressive breed dogs. Dogs will be rejected if they are fully or partially of the following breeds, or appear to be of the following breeds: Pit-Bull, Rottweiler, German or Russian Shepherd, Husky, Alaskan Malamute, Doberman Pinscher, Chow-Chow, or Presa Canario. No pet of any kind that has shown a history of dangerous, vicious, or aggressive behavior. Additionally, any pet breed(s) the Owner's Insurance Policy specifically excludes will not be allowed.
5. Tenants will be evicted for misrepresenting the breed of the pet, withholding information about past dangerous, vicious or aggressive pet behavior, or for possession of poisonous, dangerous, or illegal pets, or endangered species.
6. A \$200.00 pet deposit is required for small pets less than 25lbs. A \$300.00 pet deposit is required for larger pets more than 25 lbs. If the owner approves more than two pets per property, the pet deposit will be adjusted upwards by \$150.00 for each additional pet allowed.

Acknowledgement of Application Process and Qualifying Criteria

“Signing this acknowledgement indicates that you have had the opportunity to review the resident qualifying criteria. The qualifying criteria may include factors such as criminal, credit, and rental histories, plus current income. If you do not meet the qualifying criteria, or if you provide inaccurate or incomplete information, your application may be rejected and your application fee will not be refunded.”

Applicant Signature

Date

Printed Name