

## APPLICATION CRITERIA

All applicants for residency will be processed through a credit-reporting agency. All responsible parties 18 years of age or older must complete and sign an application. Unauthorized occupants are strictly forbidden.

In reviewing the application, all or part of the following areas will be taken into consideration.

1. CREDIT – All credit status for the last 2 years will be checked through the appropriate Credit Bureau. The credit history must be free of any outstanding debt to previous landlords and creditors. If bankruptcy has been filed, discharge papers are required in order to process an application.
2. RESIDENTIAL / RENTAL HISTORY – The last 2 years resident / rental history is required. All appropriate phone numbers and addresses, where this information may be verified, must appear on the occupancy portion of the application. All resident history must be free of rental housing evictions, skips and delinquencies.
3. EMPLOYMENT INCOME – Applicants employment must be verifiable, including salary amount. Monthly rent cannot exceed 33 percent of the gross monthly income. When qualifying roommates, each roommate has to income qualify for their equal portion of rent.
4. CHECK WRITING HISTORY – Code must be acceptable.
5. CRIMINAL HISTORY – The criminal records of all household members over the age of 18 will be checked and reviewed for felony and misdemeanor offenses. The information gathered as the result of this check could effect the approval of the application.

Grand Reserve is committed to Drug- Free Housing. The lease agreement prohibits criminal activity, including drug related criminal activity on or near our premises.

**Please take your time and fill out your application thoroughly to insure timely processing. Processing cannot begin until a completed, signed application is received.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date