NETWORK REALTY

APPROVAL POLICY FOR RESIDENCY

Thank you for your interest in our property. We actively seek good residents who to make their homes with us and take care of our properties. We strive to provide the best service possible while you are in our property. Below are general approval criteria guidelines. Incomplete application packages will not be processed.

Application Fee and Deposit

A separate application is required for each person over 18 and guarantor. Each must submit the appropriate application processing fee. All application fees and application deposits must accompany the completed TAR application form and be paid in full at our office before said application will be considered.

Employment and Income

1. Financial qualifications: Gross income should be three times the monthly rent; and, rent plus recurring debt should not exceed 50% of your gross income.
2. Each person must provide a copy of a valid photo id.
3. Each person must provide proof of employment that will verify my A) Job Title, B) Rate of Pay, and C) Length of Employment. A previous year's w-2 and current pay stub are acceptable.
4. Self-employed or retired must provide copies of my bank statements for the past six (6) months and copies of the first page of the last two years income tax returns.

Rental History

You must provide our firm with the necessary information to verify a minimum of one year of favorable rental or mortgage history. Favorable rental history shall mean that you fulfilled your prior lease agreement obligations during the last year and that each landlord representative contacted would re-lease to you without special restrictions.

A Lease Guarantor Agreement from a qualified guarantor may be acceptable if you are classified as a student or have no immediate prior rental or home ownership history. A security deposit of Two (2) times the amount posted (excluding pet fees/deposits) may be required when using this agreement.

Credit History

Your most current credit report must reflect at least fifty percent of accounts shown, as favorable activity within the last twelve month period. Your application will not be accepted if your credit report reflects the amount owed to a property management company, apartment community, or individual rental property owner within the last five years. Or an eviction during that time.

General Requirements

- You must be a minimum of Eighteen (18) years of age to enter into a lease agreement.
- Your gross monthly income must be at least equal to three (3) times the amount of the monthly rent for the property you wish to lease. you must provide our firm with proof of any additional income such as child support, social security, disability payments, dividends, etc., which you wish to be considered for qualification purposes.
- No more than two occupants or two occupants and one child under the age of twelve months per bedroom may reside at any residence.
- Credit or employment problems may be offset by an increased security deposit on a case by case basis.
- Puppies and kittens are not allowed. Breeds of dogs considered to have violent tendencies are not allowed. Some examples of those not allowed are: Pit Bulls, Rottweilers, Dobermans, German Shepherds, Huskies, Chows and mixed breeds of any of these.
- A criminal history may be grounds for an application to be rejected.
- Bankruptcies in the last 5 years require an additional security deposit.
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Applicant Date Applicant