

NEIGHBORHOOD REALTY & PROPERTY MANAGEMENT

RESIDENT QUALIFYING CRITERIA

Address _____

Thank you for your interest in leasing your next home through NEIGHBORHOOD REALTY AND PROPERTY MANAGEMENT (NRPDM). To expedite the application process, we have listed the criteria necessary for qualifying.

1. A separate rental application must be fully completed, dated, and signed by each applicant. Spouses may complete one rental application.
2. The rental application will be reviewed when submitted to ensure we have all information necessary to determine your eligibility.
3. Each applicant must provide a Social Security card and government photo identification card and allow it to be photocopied.
4. Employment and monthly income must be verifiable. Total monthly income of all applicants must be 3 times the monthly rent. If not, a Guarantor is necessary.
5. Applicants who are first-time renters or who do not have sufficient income under paragraph 4 above may qualify by having the lease guaranteed. The Guarantor must have a gross monthly income of at least 6 times the monthly rent and must meet all other qualifying criteria. The Guarantor must complete and sign a lease guaranty agreement. Only a relative or employer may guarantee the lease. Guarantors will be held responsible for the entire rent and other costs, such as damages, as long as you live in the unit, even if you have roommates.
6. If applicant's family will be occupying the dwelling, the family size must be appropriate for the available unit, i.e., no more than two adults per bedroom, in most circumstances. Our family occupancy policy takes the size and configuration of the unit as well as the children's ages during the term of the lease into consideration.

7. Applicant(s) may be denied occupancy for the following reasons:

- Falsification of application by any applicant
- Incomplete application by any applicant
- Insufficient income (total of all applicants)
- Criminal conviction or history of violent or sexual crime committed by an applicant or by other occupant (including children) who plan to live in the unit
- Poor credit history of any applicant. Previous bankruptcy requires an additional security deposit equal to one month's rent
- Poor rental history of any applicant. A poor rental history may include the following:
 - Non-payment or frequent late payment of rent
 - Eviction
 - Drug use
 - Damage to the unit
 - Poor supervision of applicant's children
 - Urruly or destructive behavior by applicant, applicant's children or applicant's guests
 - Violence to persons or property by applicant, applicant's children or applicant's guests

We do not discriminate because of a person's race, color, national origin, religion, sex, family status, disability, marital status, sexual orientation, gender identity, age, or status as a student.

I acknowledge that I have had an opportunity to review the Resident Qualifying Criteria, which includes reasons why my application may be denied. I understand that if I do not meet the above qualifying criteria, NRPDM may reject the application. If I fail to answer any questions or give false information, NRPDM may reject the application, retain all application fees, administrative fees and deposits as liquidated damages for its time and expense. I understand that my right of occupancy will be terminated.

Applicant	Date	Applicant	Date
Applicant	Date	Applicant	Date

Owner's Representative _____ Date _____

11917 Oak Knoll #F * Austin, TX 78759 * Office: (512) 333-8686 * Fax (512) 333-4499

RQC/11/8/11