

MINIMUM REQUIREMENTS FOR TENANCY APPROVAL:

Circle C Properties operates in compliance with the Fair Housing Act. The act prohibits discrimination in housing based on race, color, religion, sex, national origin, handicap or family status. A lease guarantor or additional deposit may be required for approval if all minimum conditions are not met.

- **Application fee:**
\$40 per applicant 18 or older. All occupants over the age of 18 must fill out an application regardless of employment or marital status.
- **Income:**
Total monthly income must be at least three (3) times the rental amount. Income of all applicants may be combined to qualify.
- **Rental History:**
Applicants must have verifiable residency for a minimum of the past twenty-four (24) months. Previous payment history will be reviewed and no negative rental history will be accepted. Negative rental history is described as, but not limited to: Damages, rental related debt and/or evictions filed within the past sixty (60) months.
- **Credit:**
A credit report will be acquired on each occupant over the age of 18. Excessive late payments, collection accounts, defaults and/or unpaid rental related debt will be grounds for denial. Derogatory medical collection accounts will not be considered as negative.
- **Employment:**
Applicants must have stable, verifiable employment.
- **Self Employed, Retired or Not Employed:**
If self employed, retired or non-employed, the applicant must provide photocopies of tax returns from the previous year, financial statements from a certified public accountant or photocopies of the three most recent bank statements showing proof of ability to pay rent for the term of the lease.
- **Criminal History:**
Management will reject applicants with any felony charge within the last seven (7) years, drug or prostitution related offenses and misdemeanor convictions involving crimes against persons or property.
- **Checks:**
A negative check writing code will result in applicant paying for rent by certified funds.
- **Number of Occupants:**
Up to two per bedroom.
- **Pets:**
Pets are allowed subject to the discretion of the property owner. Not all properties will accept pets. Pet deposits vary depending on property, type, size and number of pets. Chows, Pitt Bulls (APBT) and Rottweilers are not accepted.

Applicant: _____ Applicant: _____

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