

## DS Property Network Qualification Guidelines



The following qualifications standards will be required from every prospective resident. An application must be submitted by each applicant, 18 years of age or older, who will be occupying the rental unit. All occupants 18 years or over must qualify with the exception of students living at home.

**INCOME:** Verifiable gross income must be THREE (3) times the market rent. Income must be verified by one of the following sources:

- By Employer
- By two most recent paycheck stubs
- By social security, disability or court documents
- By two most recent bank statements

**EMPLOYMENT:** Applicant must have six (6) months of verifiable employment or be a full time student. Employment will be verified by completing the Request for Employment History Form.

**RENTAL HISTORY:** No more than 3 late payments within a 6 month period. Any unpaid rental housing debt or unpaid evictions within the past 2 years will be an automatic denial. Rental history from a friend or relative is not considered established rental history unless proper documentation is provided. Rental history will be verified by completing the Request for Rental History Form \*Proper documentation includes lease copy or valid proof of payment.

**CREDIT HISTORY:** Credit check should show a majority of established trade lines Derogatory medical claims, student loans, child support or bankruptcy will not be held against applicant. Any unpaid rental housing debt or unpaid evictions within the past 2 years will be an automatic denial. Any eviction may be grounds for automatic denial.

**CRIMINAL HISTORY:** Your application will be denied if applicant is a sexual offender or if in the past seven (7) years from the date of final disposition you have any felony or misdemeanor convictions, deferred adjudication of a felony or misdemeanor, or have a case pending for any of the following offenses, but not limited to:

- Sexual Offenses
- Damage to Property
- Injury to Persons
- Drug possession or distribution
- Burglary
- Violence

\*Management reserves the right to deny an application based on any felony charge regardless of how old the charge is.

Based on application processing sheet with the Score of 1, the Manager has the discretion to allow applicant to be approved with the following guidelines. Any and all might apply.

- First and Last month's Rent Due at Move In
- Double Deposit
- No Move In Specials
- Additional Non Refundable Fee

In the event that a co-signer is utilized, the guarantor must meet the same above guidelines.