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### **MINIMUM REQUIREMENTS FOR TENANCY APPROVAL**

Texas Urban Doors operates in compliance with the Fair Housing Act. The act prohibits discrimination in housing based on race, color, creed, religion, sex, national origin, handicap or family status. It is also our company policy not to discriminate based on sexual orientation. A lease guarantor or additional deposit may be required for approval if all minimum conditions are not met.

- **Application Fee:** \$50 per applicant 18 years 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 without additional deposit. Tenant may get on a payment plan with debtors and supply documentation.
- **Credit:** A credit report will be required on each occupant over the age of 18. Excessive late payments, collection amounts, defaults and/or unpaid rental related debt will be grounds for larger deposit. Derogatory medical collection accounts will not be considered as negative.
- **Employment:** Applicants must have stable, verifiable employment for the last two (2) years.
- **Self Employed, Retired or Not Employed:** Applicant must provide copies of tax returns from the previous two years, financial statements from a CPA or copies of the three most recent bank statements showing proof of ability to pay rent for the term of the lease.
- **Criminal History:** Management may reject applicants with any felony charge within the last seven (7) years or 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 (2) per bedroom. Refer to the City Code.
- **Pets:** Pets are allowed subject to the discretion of the property owner. Not all properties will accept pets. Pet Deposits may be non-refundable and will vary depending on property, type, size, age and number of pets. A picture of the pet must be included with your application.

Applicant Signature \_\_\_\_\_

Print Name \_\_\_\_\_ Date \_\_\_\_\_