



Application Process Information

All applicants over the age of 18 must apply. Each applicant is required to pay a non-refundable application fee of \$51.15. Application fees are non-refundable regardless of denial, cancellation by the applicant, or other circumstances.

When multiple applications are received, all completed applications may be processed, with the most qualified applicant(s) presented for approval. Please check with the property manager prior to applying to confirm availability.

Roommates qualify separately in each category except household income, which may be combined. Acceptance of co-signers is determined by the property owner. If a co-signer is requested, a completed application meeting, all qualifying criteria must be submitted.

A current government-issued photo ID is required. Applicants must be able to provide proof of legal presence in the United States. Acceptable documentation includes a valid Social Security Number, Visa, Resident Alien Card, or current work Visa where applicable.

As part of the application process and to determine eligibility for tenancy, the following items may be verified and evaluated:

- Credit
- Rental / Housing History
- Income
- Criminal Background

Criminal history will be evaluated in accordance with applicable laws and based on factors including the nature, severity, and recency of any offenses, as well as any potential risk to persons or property. Registered sex offenders are disqualified.

If the property accepts animals, restricted breeds include Pit Bulls, Pit Bull Mixes, Belgian Malinois, Rottweilers, Malamutes, Wolf Hybrids, Chows, Doberman Pinschers, Akitas, German Shepherds, and Mastiffs. Exotic animals, livestock, venomous animals, and certain non-domestic animals are prohibited. Additional breed or animal restrictions may apply based on property owner or insurance requirements.

All animals must be at least one year old, spayed or neutered, and current on vaccinations. Animal deposits, fees, and screening requirements may apply. Please review the individual listing for property-specific animal policies.

Assistance animals with appropriate supporting documentation are not subject to breed restrictions, limitations, or deposits in accordance with applicable fair housing laws.



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A picture of your pet should be included with your application.

Renters insurance with a minimum liability coverage of \$100,000 is required for the term of occupancy.

The following may be grounds for denial:

- Falsifying information on the application
- Misdemeanor or felony crimes involving violence, intent to distribute or manufacture drugs, sex offenses, or threats to the welfare, health, or safety of the community
- Active bankruptcy not yet discharged
- Eviction, open landlord judgment, debt, or collections within the past seven (7) years
- Open unpaid collections or judgments from a utility company within the past seven (7) years

Credit

Favorable credit is required. A “soft pull” credit report may be obtained and evaluated based on the following criteria:

- Minimum 75% positive account history, excluding student loans and medical collections
- Any bankruptcy must be discharged for a minimum of six (6) months, with proof of discharge provided
- Preferred minimum credit score is 625; lower credit scores may be subject to additional evaluation
- Limited or no established credit history may be subject to additional evaluation

If an application cannot be approved based on credit information, notice will be provided explaining the applicant’s rights under applicable credit reporting laws.

Rental / Housing History

Favorable rental references and proof of timely rental or mortgage payments are required.

Applicants should provide:

- Two (2) years of verifiable, current, consecutive, positive housing payment history from a legitimate source (may include more than one address)
- No more than four (4) late payments and/or one (1) NSF payment with all associated fees paid in full

Additional factors that may be evaluated include:

- Proper notice provided to vacate
- Security deposit disposition



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- Non-compliance notices
- Landlord comments regarding property condition, lease compliance, or health and safety concerns

No evictions or foreclosures within the past seven (7) years.

Income

Monthly income should generally equal at least three (3) times the monthly rent and must demonstrate consistency and stability. Annual and supplemental income may also be considered.

Acceptable verifiable income may include any combination of the following:

- Thirty (30) days of current pay stubs showing year-to-date wages
- Most recent signed tax returns and three (3) months of bank statements and profit/loss statements for self-employed applicants
- W-2s or tax returns for independent contractor, tipped, or commission-based income
- Bank statements or trust accounts showing liquid funds sufficient to meet income requirements over the lease term
- Government-issued benefits including Military, VA, SSA, LES, Disability, Educational, or related benefits
- Retirement or pension income
- Court-ordered child support, alimony, or palimony with supporting documentation

Maximum Occupancy Policy

- Two (2) persons per bedroom
- If a den includes a closet, maximum occupancy may increase by one additional person