

Important Information & What We Need from You

Application & Fees

- Each person 18 or older who will live in the unit must:
 - Submit their own rental application
 - Pay the application fee: \$40/online applications or \$60/paper applications
 - Provide the required documents as detailed below
- We only consider applicants based on the documents which are submitted up front. If any documents are missing, incorrectly uploaded, or incomplete, we will still process the application, run credit, and deny if requirements are not met. Application fees will not be refunded in these cases.
- For applicants receiving a rent subsidy (i.e. HUD Voucher): Voucher or proof of participation is required
- Please note: Applications cannot be transferred between properties. To apply for another property, please submit an additional application.

Required Documents

- Valid photo ID
- Proof of income for the last 2 consecutive months

Examples of Acceptable Income Proof (not limited to):

- Paystubs or wage statements
- 2 months of recent bank statements showing regular deposits
- Financial aid or retirement income letters
- Employer offer letter on company letterhead with contact info
- Social Security or VA income letter

Income & Credit Requirements

- Household must earn at least 3x the monthly rent (before taxes)
 - If using a housing voucher, income must be 3x your portion of the rent
- Minimum credit score:
 - 600 (Chico) / 550 (Redding) unless otherwise noted per property
- No bankruptcies in the last 3 years
- No evictions in the last 7 years

If You Don't Meet Requirements

- No credit score / No rental history → Option to get a Co-signer OR prepay 3 month's rent
- Not enough income → Co-signer required (no prepay option)
- Guarantors/Co-signers must:
 - Submit their own application & pay fee
 - Credit score 650+
 - Income of 6x monthly rent (combined allowable)
 - Up to 2 guarantors per unit

Pets & Animals Requirements

- Quantity, size, and breed restrictions may apply
- Application must include a photo of animal and up-to-date vet records
- Please note that there will be an additional monthly pet fee
- For Emotional Support Animals (ESA), please provide a verification letter less than a year old in the documents section of your application. Verification letters must come from a licensed medical or mental health professional or a caregiver acting in that capacity.

Application Fee Refunds

- Denied due to not meeting requirements or insufficient documentation provided → No refund
- Unit no longer available → Option to refund or transfer application within the same property