

De Anza Properties Rental Criteria

De Anza Properties has established uniform rental criteria to determine a prospective applicant's ability and willingness to pay rent on a timely basis. A thorough review of the applicant's employment history, income, credit history, and previous residency is required. Borderline credit history, residency reference, and/or income may require a larger security deposit of up to (2) times the monthly rent amount.

OCCUPANCY LIMITS: Occupancy limits are as follows:

- One Bedroom: 3 people,
- Two Bedrooms: 5 people
- Three Bedrooms: 7 people
- Four Bedrooms: 9 people

AGE REQUIREMENTS: Any prospective resident 18 or over is required to complete an application to qualify for occupancy. An application to rent must be accompanied by a non-refundable application-processing fee of forty-five dollars (\$45.00) per person. This application process is to evaluate credit history and history of any unlawful detainer. Any false information contained in the rental application will be grounds for denial.

CREDIT HISTORY: Applicant(s) must have a verifiable credit history and report that demonstrates a willingness to pay financial obligations in a timely fashion.

- Applicant must have a FICO score of at least 700

Poor credit such as late payments, repossessions, charge offs, collection accounts, default of student loans, and/or public records could be grounds for denial.

PREVIOUS RESIDENCY: Previous residency will be verified for a minimum of (2) years in order to determine applicant's previous payment record, conduct and character. Failure to provide verifiable or complete residency information could be grounds for denial.

INCOME REQUIREMENTS: Income verification is required to determine the prospective renter's ability to pay rent. As a guideline, De Anza Properties uses a gross income ratio of 3 times the rent for all combined adult applications applying for the apartment.

Acceptable Income:

- ❖ Two most recent paycheck stubs with YTD total
- ❖ Previous year's tax return, W-2, or 1099
- ❖ Proof of child and/or spousal support payments
- ❖ Proof of social security income, disability or other government income
- ❖ Proof of retirement or trust fund account
- ❖ Current employer offer letter (for new employment)
- ❖ Provide proof of liquid assets that show at least (3) times the apartment rent
- **Self-employed** can provide the most recent personal tax return and three months personal bank statements (must be from the same account) to show sufficient income of at least (3) times the amount of rent.
 - Jobs that are based off of tips, bonuses or commissions will be considered self-employed.

IDENTIFICATIONS: All applicants must provide a valid government issued photo ID and Social Security Card. Acceptable photo identifications include, but not limited to: state issued identification card or driver's license; passport, or any government issued photo identification. *(Note: Military cards are not accepted)*

RESIDENCY REQUIREMENTS:

- Applicants named in evictions will be automatically denied.
- Monies owed to previous landlords/or creditors will automatically be denied, unless debt is verifiably satisfied and proof documents shown.
- Bankruptcies must be discharged and at least 3 years old.

HOLDING OF THE APARTMENT: A personal check, money order, cashier’s check or traveler’s check for the full security deposit is required in order to hold the apartment for potential occupancy. In the event that the applicant is denied, the full security deposit will be refunded within (72) hours of denial.

If an application is *conditionally accepted*, a month-to-month contract will be offered with an additional deposit equal to one (2) full month’s rent.

- APPLICATION FEE-** A NON-REFUNDABLE \$45.00 application fee in a form of cashier’s check or money order for the purpose of running tenant screening is required for EACH application.
- SECURITY DEPOSIT REQUIREMENTS-** All rent, deposits and fees required for move-in must be paid in full prior to move-in via personal check, cashier's check or money order.
- FIRST MONTH’S RENT-** **the first month’s rent is always due before or on the move-in date in a form cashier’s check or money order only. No exceptions.**

RENTERS INSURANCE (*required*) – Prior to move-in, you must provide the Declaration Page showing:

- Minimum of \$100,000 liability coverage
- Policy equal to or greater than the term of the lease
- The property and address added as additional insured (to notify landlord, in case policy is terminated)

UTILITIES – Utility options are based upon each property. Please contact the property of your choice directly for this information)

SMOKE FREE POLICY – All De Anza Properties are non-smoking properties, regardless of the product being smoked; including cigarettes, marijuana, and/or vape.

De Anza Properties does not discriminate on the basis of race, sex, color, religion, national origin, disability or familial status. Any prospective resident 18 or over is required to complete an application to qualify for occupancy. An application to rent must be accompanied by a non-refundable application processing fee of forty-five dollars (\$45.00) per adult to evaluate credit history and history of any unlawful detainer. Any false information contained in the rental application will be grounds for denial.

Resident

Resident

Resident

Resident

Owner/Agent