



RENTAL CRITERIA POLICY

Equal Housing	BillMark Properties does not discriminate on the basis of Race, Color, Sex, Religion, Disability, Familial Status, or National Origin.
Application for Residency	An Application for residency must be completed and maintained for each applicant 18 years or older who will be living in the home. Any false information will constitute grounds for rejection of the application and the lease may be nullified during the term of residency if fraudulent information has been given.
Application Fee	A Non-Refundable fee paid by all applicants who apply for Residency. A fee of \$40 per person to be paid online or with management approval in a money order at the time of application. Each applicant must sign a rental application.
Availability	Applications for a property will be accepted on a first come, first serve basis and subject to availability.
Identification	All applicants must present photo identification in order to view any property and or apply for residency with a completed application.
Occupancy Limits	The maximum number of occupants per home will be determined in accordance with local ordinances and or state law. In the event that there is no applicable Local ordinance or state law, the maximum number of occupants for a specific unit size will be two (2) occupants per bedroom.
Co-Tenancy	Roommates must apply and qualify separately. Each is fully responsible for the entire rental payment and each must execute the lease and all other addenda.
Pet Policies	Certain owners allow pets to live in their property. The applicable Non-Refundable pet fee of \$250 per pet (limit 2 per home) must be paid prior to moving in. Owners and BillMark Properties reserve the right to deny an application based on any pet considered to be dangerous/vicious breed or not allowed per HOA Rules and Regulations. Service and emotional support animals are permitted with the proper documentation.

Income Standards

Each applicant must make a verifiable monthly gross income greater than or equal to 3 times the rent with the exception of adults with disabilities when the primary applicant is the acting care taker of an adult with disabilities. Married couples should have a joint verifiable monthly gross income greater than or equal to 3 times the rent. Acceptable forms of verifiable income may include: current monthly pay stubs, signed employment verification on company letterhead, W-2 or personal income tax return. Self-Employed will be required to provide their most recent tax return. No Co-Signers are allowed.

Resident History

Three (3) years of rental history may be verified on present and previous residences. A positive payment record and sufficient notice with no damages will be expected. Present and previous landlords must reveal prompt payment histories, proper notice of lease termination, and condition of property at the time the applicant(s) vacated the premises. Rental references from family members will not be accepted. For applicants who are homeowners, permission must be granted to verify payment history with the bank or lending institution.

Credit Standards

Credit status will be checked through the appropriate credit bureau. Medical balances are not held as negative credit. Unacceptable credit history that may be considered the reason for application denial can be unresolved negative credit experience that was turned over to a collection agency, court judgement, bankruptcy, unpaid balances, utility or management bills, eviction from leased or rental housing, and payments that are recorded as late or unpaid. Denied applicants have the right to obtain a copy of the credit report from the consumer credit reporting agency and to dispute its accuracy within 60-days of the date of rejection.

Criminal Background

A criminal background check will be run on all applicants 18 years or Older.

I have read the above stated Rental Criteria Standards and understand that my Application for Residency will be processed in accordance with these guidelines.

Applicant Date

BillMark Representative Date

Applicant Date