

**CENTRA PARTNERS MANAGEMENT  
RENTAL CRITERIA**

**CENTRA PARTNERS MANAGEMENT** supports the Fair Housing Act as amended, prohibiting discrimination in housing based on race, creed, color, religion, national origin, handicap, or familial status. The following qualification standards will be required from every prospective resident.

**Employment Stability (current and previous)**

Need verifiable 6 months of employment. If applicant has less than 6 months of current employment, previous employment must be verified. Self-employment must be verified with previous year's tax return. Social Security, Child Support and related assistance must have supporting documents for such income to be considered. If there is no monthly income due to retirement or other, six months upfront must be paid in advance and all other requirements must be met, an additional deposit and/or High Risk Fee may apply.

**Rent/Earnings Ratio:**

Applicant must provide proof of income by 3 most recent paystubs. Monthly income must be at least 2.5 times the monthly rent from all applicants. Applicants with less than 3 times the monthly rent may be considered only with an Approved Co-Signer or with an additional deposit and/or High Risk Fee.

**Credit Rating:**

Applicants should have Satisfactory Rental Credit Rating. If Rental Credit rating is less than satisfactory applicant may be denied or considered with a Co-Signer or with an additional deposit and/or High Risk Fee.

**Rental History:**

Rental history will be verified. All Evictions or Broken Leases WITHIN THE LAST 5 YEARS WILL BE DENIED. We offer a 2<sup>nd</sup> Chance program if no more than 2 Broken Leases, must be over 5 years ago and good rental history has to be established an additional deposit and/or high Risk fee may apply. Homeownership/ mortgage payment history must be verifiable via credit report or written documentation from Mortgage Company. **First time renters may apply if all criteria is met and reviewed at landlord's discretion**, an additional deposit and/or High Risk Fee may apply

**Automatic Reject:**

ALL Applicants that have been charged, detained or arrested with FELONIES under 10 years old will be denied (even if currently serving deferred adjudication)

**Falsifying information will result in automatic reject and forfeiture of all application deposits submitted for application processing.**

**Co-signer:**

FirstTime Renters and students may have a co-signer. Co-signer must meet all qualifying criteria and they must have 1 year rental or mortgage history and 1 year with current or previous employer. Income for co-signer must be FIVE (5) times the applicant's monthly rental amount. Original lease agreement must be signed by co-signer. Student status must be verifiable with copies of transcripts.

**Occupancy Standards:**

Two persons per bedroom.

**Deposit Requirements:**

A minimum of \$250 Security Deposit is required on all Studios/1 Bedroom apartments. A minimum of \$350 Security Deposit is required on all 2 bedroom/3 bedroom apartments. Additional or Larger Deposits/fees may be required depending on the application. Deposits may be increased at any time and Deposit Specials may apply. **If the applicant changes his or her mind about renting the apartment after the Application and Deposits have been submitted, the deposit may or may not be refundable.** If the applicant is rejected for any reason other than falsifying information, the deposit is refundable.

**Restricted breeds of dog, but not limited to, may change without notice:** Akita, Doberman pinscher, Rottweiler, Dalmatian, Pit Bull, Chow, Wolf Hybrid, and Bull Mastiff etc. All Aggressive & Large Breed Dogs are considered to be prohibited on the premises. A pet agreement is required for all approved pets. Pet Deposit is \$200 and Pet Fee is \$200 and a \$10 pet rent will be required per pet.

The above are guidelines. Any exception may be made by the management with supervisors written approval only. Management also reserves the right to require additional deposit and/or High Risk Fee for any exceptions.

**ALL APPLICATION FEES AND DEPOSITS MUST BE PAID VIA MONEY ORDER ONLY.  
NO CHECKS OR CASH ACCEPTED FOR THESE FEES.**

**I HAVE READ AND ACCEPT THE ABOVE QUALIFICATIONS. I FULLY UNDERSTAND THAT MY DEPOSIT MAY NOT BE REFUNDED IF I HAVE FALSIFIED ANY INFORMATION ON THE APPLICATION OR IF I CHANGE MY MIND ABOUT RENTING THE APARTMENT AFTER I HAVE BEEN APPROVED.**

\_\_\_\_\_ (Printed Name) \_\_\_\_\_ Date: \_\_\_\_\_  
Applicant Signature

\_\_\_\_\_ (Printed Name) \_\_\_\_\_ Date: \_\_\_\_\_  
Applicant Signature

\_\_\_\_\_ (Printed Name) \_\_\_\_\_ Date: \_\_\_\_\_

Apartments Representative