

# Andover Place Apartments

1600 E. Rochelle Ave. Las Vegas, NV 89119

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## RESIDENT SELECTION CRITERIA

Welcome to Andover Place Apartments. We Appreciate your interest in our apartment homes. Below is our rental criteria. This information is provided to you as a guideline to our rental qualifying policies.

It is Andover Place Apartments policy to provide housing on an equal opportunity basis to all persons in accordance with federal, state and local laws regardless of race, color, religion, sex, national origin, handicap, familial status or any other protected categories.

If you wish to apply for an apartment, you must complete an application and pay the required non - refundable rental application fee and the non - refundable administrative fee. All applications are required to sign and date the application.

**IDENTIFICATION REQUIRED:** At the time of application, you will need to show valid identification. This can be state or federally issued. Acceptable identification includes a driver's license, passport, and / or state-issued photo identification cards. **INITIALS** \_\_\_\_\_

**MINIMUM AGE:** Applicants must be eighteen (18) years of age or older (or an emancipated minor). Anyone under the age of eighteen (18), except for an emancipated minor, will be accepted ONLY when living with parent(s) or a legal guardian. **INITIALS** \_\_\_\_\_

**MAXIMUM OCCUPANCY:** Andover Place Apartments follows industry guidelines by using the formula of 2 persons per bedroom plus 1. Following are the maximum number of occupants allowed: Studio=2 persons, One Bedroom=3 persons, Two bedrooms=5 persons, Three bedrooms=7 persons. **INITIALS** \_\_\_\_\_

**INCOME REQUIREMENTS:** To be approved, combined income from all Applicants' must be at least 2.5 times the rent of the apartment. Applicants must provide proof of current Income as well as Income for the last 1 year, (no more than 30 days gap in between verifiable income). The income must be verified with the 2 most recent paycheck stubs or tax returns (verifying both wages and hours worked) and by telephone or e-mail with the employer when possible. All additional sources of income, the applicant must provide proof of income by furnishing copies of federal income tax returns for the previous year and/or other verifiable documentation acceptable to us. **INITIALS** \_\_\_\_\_

**CO-SIGNERS:** Co-signers will be allowed to help qualify for the income deficiencies only. Co-Signors will be guaranteeing the Rental Agreement but not reside on the premises. The Co-Signors must be an immediate relative. Meet all rental criteria, and have sufficient income to qualify for their own obligations and the rent of this apartment. **INITIALS** \_\_\_\_\_

**RENTAL HISTORY:** The applicant must have 1 year of positive rental history from an apartment community or management company. Renting from a relative or subletting a room is not considered rental history. The lack of rental history may not necessarily be cause for rejection but may result in requiring additional security deposit and meeting all other criteria without problems or deficiencies. Any eviction might eliminate the applicant from consideration. **INITIALS** \_\_\_\_\_

**CREDIT HISTORY:** A credit check will be run on all applicants over the age of 18 who will be living in the apartment. An unsatisfactory report is one in which reflects past or current bad debts or bankruptcy of less than 2 years and older one that have not been discharged. If you are rejected for poor credit history you may request a copy of your credit report from the credit reporting agency. We will provide you with the name and contact information for that agency. **INITIALS** \_\_\_\_\_

**UTILITIES:** Any outstanding utility bills must be paid before being considered for residency. **INITIALS** \_\_\_\_\_

**CRIMINAL HISTORY:** Andover Place Apartments participates in the Las Vegas Police Department Crime-Free Housing Program. Criminal background checks will be made on all applicants over the age of 18. If applicant is denied for criminal conviction record(s) that do not comply with our stated policy, applicant may submit additional mitigating evidence to the property for further consideration. **INITIALS** \_\_\_\_\_

**MITIGATING CIRCUMSTANCES:** There may be mitigating circumstances which allow an applicant who does not meet our credit, rental or income criteria to be approved. In such cases, additional security deposit will be required. **INITIALS** \_\_\_\_\_

## ACKNOWLEDGEMENT

I have read and understand the aforementioned rental criteria for Andover Place Apartments.

Printed Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

