

## Rental Criteria

Divinity Properties , LLC is in total compliance with state and federal Fair Housing guidelines. No persons shall be discriminated against on the basis of race, color, religion, sex, handicap, familial status, national origin, sexual preference, marital status or source of income.



To become a resident of a property managed by Divinity Properties LLC, the following requirements apply:

### Application Process

1. Each applicant must be at least eighteen (18) years of age or an emancipated minor.
2. Each applicant must provide positive identification with photo ID.
3. The non-refundable screening fee is \$25 per applicant. We accept payment through PayPal, cashier's check, money order, check, or cash.
4. Co-signers must meet all stated criteria.
5. Our rental application must be completed with information for each applicant and/or co-signer. The information provided must be true, accurate, verifiable and complete. Applications may be conveniently completed on our website; paper applications are available upon request.
6. Completed applications are processed in the order received.
7. Each applicant must provide verifiable proof of income.
8. Approved applications are valid for 30 days.
9. We will promptly notify you of the initial screening results.

### Occupancy Policy

1. Occupancy is based on the number of bedrooms in a unit. A bedroom is defined as a space within the premises that is used primarily for sleeping, with at least one window and a closet space for clothing.
2. Two persons maximum are allowed per bedroom.

### Screening & Selection Criteria for Residency

1. **Income Requirements and Verification:**  
Monthly income should be equal to two and a half (2.5) times the stated rent, and must be from a verifiable, legal source.
2. **Credit History**  
Negative or adverse credit accounts on consumer credit reports may cause a score less than full acceptance, requiring an additional security deposit and/or a co-signer, or may result in denial.

3. **Rental History**

Five (5) years eviction-free rental history is required.

4. **Criminal History:**

A criminal background check will be conducted for each applicant. The criminal search will include all addresses at which the applicant(s) has resided over the past twenty four (24) months. The application will be rejected for any of the following reported criminal-related incidents that have occurred over the past ten (10) years prior to the application date:

- a. Any terrorist-related conviction;
- b. Any felony conviction;
- c. Any misdemeanor conviction against persons or property
- d. Any illegal drug-related conviction;
- e. Any sex-related conviction;
- f. Any cruelty to animals conviction;
- g. Active status on probation or parole.
- h. Any offense of murder, manslaughter, extensive property damage, weapons or sex crimes will be denied no matter how long ago the incident occurred.

Pending charges or outstanding warrants for any of the above will result in a suspension of the application process; applications are valid for 30 days.

### **Screening Process Results**

There are four possible categories for results of applicant screening

- 1. Approved with the regular security deposit and any special offered at time of application.
- 2. Approved with security deposit equal to three (3) times normal deposit OR an approved co-signer. Specials do not apply.
- 3. Approved with a security deposit equal to two (2) times normal deposit AND an approved co-signer. Specials do not apply.
- 4. Denied.

Cosigners must apply and be approved through the same screening process. The cosigner must provide verification of gross monthly income of at least five (5) times the rental rate, or at least ten (10) times the rental rate in a bank account and be fully approved to qualify as a cosigner.

If there are multiple applicants for the same property, the first applicant to submit a signed lease and deposit will secure the property. We will continue to market the property until the above conditions have been met.