

GREYSTONE ASSET MANAGEMENT
Residential Rental Criteria

It is Greystone Asset Management’s policy to actively pursue and offer equal housing for all persons regardless of race, color, religion, sex, national origin, handicap or familial status. Steepleway Downs Apartments requires all residents to meet the following Rental Criteria:

POLICIES:

1. **Legal Age:** All applicant(s) leasing an apartment must be of legal age to sign a contract. Applicant must be 18 years or older or an emancipated minor. An emancipated minor is a person less than 18 years of age who is or has been married, is on active military duty or has a court emancipation order.
2. **CRIMINAL HISTORY:** All applicants and occupants over 18 will be checked for criminal history. The history must reflect the following:
 - no felony convictions;
 - no convictions of the manufacture or distribution of controlled substances;
 - no pending indictment or deferred or withheld adjudication for a felony; and
 - no convictions or pending indictment or deferred or withheld adjudication for a misdemeanor crime against a person or property.

*When applicants have not lived in this State for the last 12 months, we will endeavor to check criminal history for the previous States of residence over the past 7 years.

Please note that this requirement does not constitute a guarantee that residents or occupants currently residing in our community have not been charged with or convicted of a felony, deferred adjudication for a felony or misdemeanor crime against a person or property. There may be residents or occupants that have resided in our community prior to this requirement going into effect. Additionally, our ability to verify this information is limited to the information made available to us by the resident credit reporting services and other third party resources.
3. **Income:** All applicant(s) must have a verifiable source of income in a gross amount of no less than 3X the market rental rate.
 - Income must be verifiable by Human Resources or, current check stub with YTD earnings listed. If employer verification is not available, last year’s income tax return will be required. A co-signer may be permitted if income is insufficient (see #10).
4. **Employment:** All applicant(s) are required to be on the current job for at least 6 months.
 - If not, prior work history will be required.
5. **Rental History:** All applicant(s) are required to have at least 6 months rental history. Previous rental history must be satisfactory (i.e. rent paid on time, proper notice given, lease obligation fulfilled, apartment left in good condition).
 - First time renters will be accepted if applicant(s) agree(s) to pre-pay an additional deposit equal to one month’s rent and all other qualifying criteria is met or first time renters may have an option to have a co-signer acceptance (see #10).
6. **Credit History:** Established retail credit rating in good standing. Note: Co-signers will be permitted if there is no credit history; however, will NOT be permitted if credit history is unfavorable (see #10).

7. **Maximum Occupancy per Apartment:**

UNIT TYPE	OCCUPANTS
1 Bedroom	2 + infant 6 mos. or younger
2 Bedroom	4 + infant 6 mos. or younger
3 Bedroom	6 + infant 6 mos. or younger
4 Bedroom	8 + infant 6 mos. or younger

8. **Vehicle Regulations:** Recreational or commercial vehicles are not allowed unless such an area has been designated by the Management. Parking space is limited; therefore, the number of vehicles per apartment is limited to 2.
9. **Pet Regulations:** No more than 2 (pets) under 60 pounds will be permitted per apartment. Aggressive dogs will not be permitted. The following is a list of breeds deemed aggressive (if your animal is a mix, documentation is required stating the animal is not over 30% of the following restricted breeds, additional breeds may be added if deemed necessary). Additionally, pet interviews/photos may be required at anytime.

Akita	American Staffordshire Terrier	Briard	Doberman	Rottweiler
American Bulldog	Airedale Terrier	Bull Mastif	German Shepard	
American Pit Bull/Bull Terrier	Bouvier des Flandres	Chow	Giant and Standard Schnauzer	
10. **Co-Signer Acceptance:** An applicant may be eligible for residency with a co-signer only under the conditions.
 - The co-signer must meet the entire qualifying criteria as presented in the Residential Rental Criteria.
 - A co-signer may NOT be used due to an unfavorable credit rating.
 - The co-signer must submit an application and pay an application processing fee.
 - The co-signer must reside in the same state where the community is located.
 - The co-signer is required to sign all legal forms including a Co-signer Guarantee form and will be listed on the lease.

If you are applying for residency, please bring proper identification, (Driver’s License or Government issued I.D. card) for all person(s) over the age of 18 that are citizens. Non US citizen applicants must provide the following: a current passport, INS identification card or work/student visa verification, permanent resident card, or temporary resident form.

Please review in detail. Your signature notes that you understand and acknowledge the Residential Rental Criteria.

 Signature of Applicant Date:

 Signature/Title of Agent for Owner Date:

 Signature of Applicant Date:

 Community Name