



**WESTERN SENIORS HOUSING**  
**RENTAL STANDARDS**

Dear Prospective Resident:

Thank you for inquiring about making \_\_\_\_\_ your new home.

The following summarizes the charges and the minimum requirements necessary to qualify for an apartment:

- Each adult occupant must complete and submit a separate “Application to Rent”.
- \$20.00 Non-refundable Application fee (per person).
- In order for the Application to be processed, it is requested that Applicant provide two forms of government issued identification, at least one of which must be a photographic identification.
- Upon acceptance of your application, you must sign a Holding Deposit Agreement and pay a \$200 holding deposit within 48 hours of notice of acceptance to hold the apartment for you. Upon move-in, the holding deposit will be converted to a security deposit for the apartment. The holding deposit must be paid by money order or cashier’s check only.
- The primary applicant must be 55 years or older and secondary applicant must be at least 45 years of age or older or a qualified permanent resident. A qualified permanent resident is a person who is: a) a spouse or co-habitant of the qualifying senior; or b) provides economic or physical support for the qualifying senior; or c) is a disabled child or grandchild of the qualifying senior or the qualified permanent resident who needs to live with the qualifying senior or qualified permanent resident because of a disabling injury or illness.
- Applicant’s Consumer Report must be favorable. Favorable is defined as:
  - Income of at least 1 ½ times the monthly rent with the exception of Section 8 voucher recipients.
  - No negative utility accounts within the past 6 months.
  - No more than 20% of total number of credit lines can be 60 days delinquent.
  - Must not have had any eviction judgments against him/her within the last five years.
  - Must not have any negative Rental History. Negative Rental History is considered any of the following within the last two (2) years:
    - Two (2) or more late rental payments
    - Two (2) or more lease violations
    - Any damage to Rental Property
  - Must not have more than two (2) bad checks on record within the last two (2) years.

- Applicant's Consumer Report that show the following may be Approved with Conditions.
  - No record or no credit trade lines
  - Between 20% to 40% of total credit lines showing 60 days delinquent
  - Discharged Chapter 7 bankruptcy
  - Discharged Chapter 13 bankruptcy
  - Public records for Child Support, Civil Judgments, foreclosures, garnishments, and tax liens with the exception of judgments for eviction
  - Two or less credit lines that are 90 to 120 days delinquent
  
- Applicant must not have been convicted for the manufacture or distribution of controlled substances or crimes against other persons.
  
- Your sources of income must be verifiable and must not exceed the maximum allowable income limit under the Housing Credit Program. The current maximum allowable income for the apartment you are applying for is \$\_\_\_\_\_.
  
- If you are not currently receiving income on a regular basis, (for example Employment, Social Security, etc) you must show proof of ownership of liquid assets equal to one year's rental obligation. These assets must be verifiable and be in your name or you must have an ownership right in the assets (for example a savings account, retirement account or trust for which you are the beneficiary).