

Residency Qualification Requirements

Sterling Realty Management has a very thorough screening process. If you meet the application standards and are accepted, you will have the peace of mind of knowing that other residents are being screened with equal care. Please review the following list of criteria. If you feel you meet these standards, please apply.

Equal Housing: It is the policy of Sterling Realty Management to offer housing to the general public without regard to race, age, color, national origin, religion, sex, familial status, or handicap.

Identification: All visitors must present a current photo ID issued by a state or government authority (i.e. State Issued Driver's License, State Issued Photo Identification Card, current Passport, current United States Military ID card, or VISA issued by US Immigration and Naturalization Services). All applicants understand and agree that as part of the screening process, they will undergo identity verification through our third-party service provider, **SNAPPT**. This verification process may include the submission of personal identification documents, such as a government-issued ID and other relevant personal information, as required by SNAPPT. The applicant consents to the use of SNAPPT for identity verification and acknowledges that their personal information will be handled in accordance with SNAPPT's privacy policy. Failure to complete the identity verification process or an unsuccessful verification may result in the denial of the rental application.

Occupancy: All persons 18 years of age or older are required to be leaseholders in order to reside in the Community. An application for rental must be submitted by each leaseholder and all residency qualifications met. With verifiable documentation, exemptions may apply to students dependent on a parent or legal guardian and persons medically dependent on a caregiver. In such cases, an application and background check will still be required. The maximum number of occupants in any apartment shall not exceed two (2) people per bedroom.

Income: All applicants must have a combined monthly gross income of no less than 3.0 times the monthly rental rate. Guarantors must have a monthly gross income of no less than 4.0 times the monthly rental rate. Acceptable income verification includes employment paycheck stubs for the previous two (2) months reflecting year-to-date earnings. Income from sources other than employment will require official documentation to be considered; such sources may include retirement benefits, disability income, child support, alimony, etc. Self-employed applicants will be required to provide bank statements for the immediately preceding three (3) months. All applicants understand and agree that as part of the screening process, they will undergo income verification through our third-party service provider, **SNAPPT**. This verification process may include the submission of pay stubs, bank statements, or other pertinent documentation to verify the applicant's income. The applicant consents to the use of SNAPPT for income verification and acknowledges that their personal information will be handled in accordance with SNAPPT's privacy policy. Failure to complete the income verification process or an unsuccessful verification may result in the denial of the rental application.

Credit History: All credit applications are screened by RealPage/Leasing Desk Screening and will be declined if unsatisfactory. An unsatisfactory credit history reflects past or current bad debts, late payments, unpaid bills, liens, judgments, or bankruptcies. Foreclosures may be accepted with conditions. Based on the RealPage/Leasing Desk Screening scoring criteria, some applicants may be required to pay an additional security deposit.

Rental History: Up to 24 months of rental history may be verified on present and previous residence. A positive record of prompt monthly payment, sufficient notice, with no damages is expected; eviction, skip, or monies owed to the landlord within seven (7) years of the application date or falsification of this application may result in an automatic rejection.

Criminal Background: A criminal background check will be run on all Applicants. An applicant may be automatically denied in the event the applicant(s) have ever been convicted of a felony or misdemeanor for a crime against a person, another person's property, or against society. The applicant(s) may also be declined if they have received adjudication or have been charged with a felony or misdemeanor offense(s) within the past seven (7) years for a crime against a person, another person's property, or against society. An automatic denial will also occur should an applicant appear on the list of known terrorists and wanted fugitives as provided by the Office of Foreign Asset Control (OFAC), federal agencies including the FBI, or other state and local law enforcement agencies. The applicant agrees that the lease shall be terminated in the event the applicant, after moving onto the property, is convicted of a felony or misdemeanor for a crime against a person, another person's property, or against society, and/or appears on the list of known terrorists and wanted fugitives. Note: This requirement does not constitute a guarantee or representation that residents or occupants residing at this apartment community have not been convicted of a felony or are not subject to deferred adjudication for a felony.

Co-Signers and Lease Guarantors: Lease guarantors are only accepted for income qualification purposes and must reside in the USA. Additionally, guarantors must have a verifiable gross monthly income of no less than 4.0 times the monthly rent and must have favorable credit and rental histories.

Non-US or US Citizens without an SSN or ITIN: Applicants must provide I-94, I-94W (Immigration arrival and departure approval to be in the US), or I-20 (International Student approval to be in the US). The lease end date cannot be extended past the date the applicants are approved to be in the US. Applicants must also provide proof of verifiable income. A deposit equivalent of up to two months of rent may be required.

Notification: Applicants will be informed of the status of their application by telephone or email within five (5) business days (Mon – Fri) from applying and the required processing fee. If the applicant is rejected, the applicant will be given an adverse action letter with information to contact RealPage/Leasing Desk Screening to request copies of the information used to determine eligibility for occupancy. Management cannot be held responsible for inaccuracies contained in any information obtained and is not allowed to provide details to the applicant regarding said information.

Falsification of any information will result in denial of residency.