

BRIARWOOD COMMONS  
APPLICATION CRITERIA

1. **A complete application.** All persons, age 18 and above must complete a rental application. If a line is not filled in or the omission explained satisfactorily, we will return it to you to complete.
2. **Two pieces of identification.** We require a photo identification card (current drivers license or other government issued photo ID card) and a second piece of government ID as well (such as a social security card).
3. **Five years of rental history.** We must be able to verify your residence and payment history for the past five years. If you do not have five years of rental history, an additional deposit may be required.
  - a. It is your responsibility to provide us with the information necessary to contact your prior landlords. We reserve the right to deny your application if after making a good faith effort we are unable to verify your rental history.
  - b. If you owned rather than rented your previous home, you will need to furnish mortgage company references and proof of title ownership or transfer.
4. **Sufficient Income.** You must gross at least two times the amount of the rent to qualify for an apartment. Income must be verifiable and in some cases we may need pay stubs to verify that income is not less than two times the rent.
5. **False information is grounds for denial of your rental application.** You will be denied if you misrepresent any information on the application. If misrepresentations are found after a rental agreement is signed, your rental agreement will be terminated.
6. **Felonies.** A felony on your record is an automatic denial.
7. **Evictions.** If you have been evicted from a previous residence, your application will automatically be denied. If you have an outstanding balance owing to a previous place of residence, your application will be denied.
8. **Poor references from previous landlords may result in denial of your application.** You will be turned down if previous landlords report significant complaint levels of non compliance activity such as: repeated disturbance of the neighbors peace, reports of prostitution, drug dealing, drug manufacture; gang involvement or related problems: damage to the property beyond normal wear and tear; reports of violence or threats against landlords, neighbors or other occupants of the property; allowing persons not on the lease to reside on the premises; failure to give proper notice when vacating the property. Also, you will be turned down if a previous landlord would be disinclined to rent to you again for any reason pertaining to lease violating behavior of yourself, your pets or others allowed on the property during your tenancy.
9. **We will accept the first qualified applicant.** If you are accepted, you will be required to sign a rental agreement, Rules and Regulations Addendum as well as a Crime Free/Drug Free Lease Addendum, in which you will agree to abide by the rules of the apartment community. You will also be signing a Mold Addendum. If you choose to have a pet, you will need to sign a Pet Addendum. A complete copy of our rental agreement is available for anyone who would like to review it. The agreement has been written to help us prevent illegal activity from disturbing the peace of our community and make sure that our residents are given the best housing that we can provide.