

SUNDANCE PROPERTY MANAGEMENT, LLC
APPLICATION CRITERIA

We are an equal opportunity housing provider. We fully comply with the Federal Fair Housing Act. We do not discriminate against any person because of race, color, religion, sex, handicap, familial status, or national origin. We also comply with all state and local fair housing laws.

Application Process. We evaluate every apartment application in the following manner: each applicant or occupant 18 years of age or older must submit a separate rental application and completely answer all questions on the form. You must pay the nonrefundable application fee. We will determine whether, from your responses to the application questions, you qualify for the apartment. If you do not, we will reject your application. If you meet our criteria and the information that you have provided to us has been verified, we will approve your application. This process normally takes one to two days. **To hold an apartment, we need your completed application(s) and a check or money order for the required security deposit.** If you submit a rental application for processing without the required deposit the unit you have applied for will continue to be actively marketed. Your deposit check will promptly be returned to you if you decide to cancel your application or your application is denied for any reason.

1. MINIMUM AGE

Must be at least 18 years old. All applicants over the age of 18 years old that will reside in the apartment are required to complete a separate application.

2. CREDIT

All credit status will be checked through the appropriate Credit Bureau. If no credit record can be obtained, Sundance Property Management LLC, "Sundance" will phone the credit references that you have supplied on your application. Your credit record must be satisfactory. If your credit report shows any current unpaid debts, your application may be rejected. A previous bankruptcy that has been fully discharged will not automatically disqualify an applicant. Individuals actively involved in personal bankruptcy action will be rejected.

3. RESIDENT/RENTAL HISTORY

Sundance requires satisfactory verification of the previous 12 months residential history (living with relatives, parents, dormitory, etc.) and/or rental history. Sundance will provide a written rental verification form, which must be completed by every applicant. This form will be processed by Sundance and completed by the current and/or previous landlord. If you are currently under eviction or you have ever been evicted or sued for any lease violation, your application will be rejected.

4. EMPLOYMENT

Employment must be verified, including salary amounts and start date. Each applicant must provide current check stubs for the past month which current income can be verified. Self-employed individuals must provide copies of tax returns, bank statements, contracts, 1099's or copies of other forms deemed necessary to establish an adequate source of income. Non-reported or "under the table" income will not be included when calculating gross monthly income. If the applicant is not employed, they must show proof of having the equivalent of twelve months' rent in liquid assets or proof of a source of income.

5. GROSS MONTHLY INCOME

Please contact each property for income requirements. One applicant must make the minimum income required for that property. Income requirements will vary based on size of unit and market rate of each unit. Please contact the property office either by email or phone for specific details.

6. CO-SIGNER/GUARANTOR

If you do not meet one or more of the above criteria, you may be able to qualify for an apartment if you can get a third party to guarantee your lease. The guarantor must pass the same application and screening process that you must pass, except that we will deduct the guarantor's own housing costs before applying his or her income to our income standard.

7. OCCUPANCY STANDARDS. To prevent overcrowding and undue stress on plumbing and other building systems, we restrict the number of people who may reside in an apartment. In determining these restrictions, we adhere to all applicable fair-housing laws. We allow two people per bedroom.

8. CRIMINAL HISTORY.

We will perform a background check on all applicants 18 years and older.

9. PETS

Pets are not allowed without prior written permission and a signed pet agreement with the management. Please see your individual property's restrictions regarding breed and size.

By signing the rental application, you declare that all your responses are true and complete and authorize Sundance to verify this information. Any false statement supplied to Sundance can lead to rejection of your application or immediate termination of your lease. If we are unable to verify, or if your application is deficient in any of the above categories, your application may be rejected by Sundance. PLEASE TAKE YOUR TIME AND FILL OUT YOUR APPLICATION THOROUGHLY TO INSURE TIMELY PROCESSING.