



## RENTAL QUALIFICATION STANDARDS

*(Please note that although these are significant in the decision making, they are not all-inclusive.)*

1. **LEGAL AGE:** All applicants must be of legal age (with exception of proof of emancipation as defined by the state). Every person 18 years of age or older who will be residing in the apartment must complete an application. Additional residents under the age of 18 years of age will be named on the lease as a minor.

2. **IDENTIFICATION:** All applicants will be required to upload a driver's license, passport, and/or government-issued photo identification AND a valid United States Social Security Number or ITIN (Individual Taxpayer Identification Number). If Applicant is a Non-U.S Citizen, applicant must upload copy of Visa, I-94, copy of Temporary Resident Card, work permit, or immigration letter with valid status. Minors will be required to show proof of age.

3. **INCOME:** All applicants must have a combined verifiable source of income in an amount **equal to at least 3 times the monthly payment**. If applicants do not meet this criterion, they may provide a Guarantor which must have a combined verifiable source of income in an amount equal to at least 5 times the monthly payment. Guarantor must sign the Guarantor Addendum to the lease.

### 3a. VERIFICATION OF INCOME:

- I. If you are currently employed: Applicant/Co-applicant/Guarantor will be asked to provide 2 of the following: last 3 consecutive pay stubs from your current employment, last 2 years of personal income tax return signed by CPA or notarized, last 3 most recent consecutive bank statements verifying deposit from your current employer, bank statement in U.S funds (lease term x 3)
- II. If unemployed with passive income or self-employed, you will be required to provide 2 of the following: last 2 years of personal income tax return signed by CPA or notarized, last 3 current and consecutive bank statements in U.S funds totaling at least 3 times the net effective monthly rent for the entire lease term, financial statement signed and notarized by a CPA verifying current income of at least 3 times the net effective monthly rent for the entire lease term
- III. If you are an applicant who is starting a new job, but has not yet been paid: you may provide an offer letter (letter of intent) effective before the lease start date, on company letter head, and verified by a Shoma Management leasing manager. The offer letter must be from a verifiable business in the state of Florida

4. **CREDIT HISTORY:** Credit history of each applicant will be verified by a third-party verification service. Based on the credit score, the application will be accepted, accepted with the condition that an additional deposit be paid and/or request a Guarantor, or denied. **Note, that a minimum of 600 score is required.** A guarantor must also meet the credit score criterion and, as mentioned above, sign the Guarantor Addendum.

5. **BACKGROUND HISTORY:** A criminal and previous eviction background check is conducted as part of the screening process. Individuals whose criminal history reveals any of the following criminally related

activity will not qualify for residency in Sanctuary and considered an automatic denial: A conviction of, or current charge of felony (no time limit), or misdemeanor (within the past five (5) years) involving assault, intimidation, drug charges, or weapon charges; conviction of, or currently charged with any violent act against another person; any terrorism-related convictions; found on the Registered Sex Offender list; falsification of information entered on the application form or negative check writing history within the past five (5) years. Please remember that this requirement does not constitute a guarantee or representation that residents or occupants currently residing in our community have not been convicted of or subject to deferred adjudication for a felony, certain misdemeanors or sex offenses requiring registration under applicable law.

6. RESIDENCE HISTORY: Applicants/Co-Applicants/Guarantors must provide **at least three (3) year's residence history** and have a good rental history at current or previous residences. **No applicant with a record of eviction will be approved for occupancy.** If applicant has no rental history, moneys owed to previous residency, late payment history, home foreclosures, and/or non-renewal based on failure to comply with rules and regulations of the lease, the applicant may be subject to automatic denial and in some cases additional deposit requirement.

- I CERTIFY THAT I HAVE READ AND UNDERSTOOD THE RENTAL QUALIFICATION STANDARDS ABOVE.
- I CERTIFY THAT I AM OF LEGAL AGE, 18 YEARS OR OLDER.
- I CERTIFY THAT I MEET THE MINIMUM INCOME AND CREDIT CRITERIA OR WILL PROVIDE A GUARANTOR WHO MEETS THE MINIMUM RENTAL AND CREDIT CRITERIA.
- I CERTIFY THAT I HAVE NO CRIMINAL HISTORY THAT WOULD RESULT IN AN AUTOMATIC DENIAL
- I CERTIFY THAT I AM ABLE TO PROVIDE AT LEAST 3 YEAR'S HISTORY OF PAST RESIDENCES WITH NO RECORDED EVICTIONS AND THAT I AM IN GOOD STANDING WITH MY LANDLORD/MORTGAGOR.
- IF YOU CERTIFY ALL OF THE ABOVE STATEMENTS, PLEASE INITIAL THIS BOX.

**Additionally, before you apply, we want to make sure you are happy with your decision to join our community, so we put together this list of Rules and Policies created to ensure a safe and enjoyable environment for all residents. Before you proceed to apply, you will be kindly asked to accept the Rules and Policies.**