

Sunny Acres
APPLICANT ELIGIBILITY CRITERIA

Equal Housing:

We do business in accordance with the Fair Housing Act. We do not discriminate on the basis of race, color, national origin, sex, familial status or disability, or any other basis protected by applicable state and local fair housing laws.

Income Qualification

In order to qualify for affordable housing, you must fall within the income limits established by HUD. The current limits established by HUD are posted in the management office.

Applications:

1. Applications for occupancy will be accepted at the Management Office.
2. Each prospective resident household member that is 18 years or older must complete an application.
3. Applicants must fall within the income limits and family size set by HUD. Acceptable forms of income verification will be:
 - a. The most recent 1040
 - b. Six (6) consecutive pay stubs
 - c. Income verification from an employer
4. The following items must accompany the application:
 - a. A copy of each applicant's driver's license, age of majority card, or military ID.
 - b. All applicants in the US on a VISA must provide a copy of the Certificate of Eligibility, which is completed upon arrival in the US.
 - c. Social Security Card for all members of the household
 - d. Verification of public assistance
5. Head of household must be 62 years of age or older, handicapped or disabled as defined by HUD
6. Applications are to be completed in full
7. Applications containing any untrue, incorrect, or misleading information will be declined

Credit History:

The Credit Report must reflect positive ratings. A maximum of 25% of total credit ratings are permitted to be negative so long as the account currently has a zero balance or you provide proof that the account has been paid in full. Judgments/Public Records must be explained, documented, and paid in full. Negative medical rating/judgments must be explained and documented but need not be paid in full if evidence is presented showing a payment plan and compliance with that plan.

In the event of bankruptcy, credit must be established since the date of bankruptcy and must be good. Explanations and bankruptcy documents must be provided and court documents should verify all accounts included in the bankruptcy and listed on the credit report. **APPLICANTS IN THE PROCESS OF FILING FOR BANKRUPTCY OR WHO HAVE NOT ESTABLISHED GOOD CREDIT SINCE BANKRUPTCY WILL NOT BE APPROVED FOR RESIDENCY.**

Rental History/Previous Landlord Reference

Management requires at least 12 months rental payment history. The rent payment history, to be confirmed with previous landlords, must reflect prompt payment history, compliance with community policies, and return of apartment in good condition. **WE WILL NOT ACCEPT A REFERENCE FROM A RELATIVE AS YOUR ONLY PREVIOUS LANDLORD.** Any legal proceedings or evictions filed by previous landlords will result in our declining the application for residency.

Criminal Background Check

Conviction or arrests of any applicant or family member during the past five (5) years for a violent crime, theft, burglary, robbery, illegal manufacture, use or possession of a controlled and/or illegal substance shall be grounds for rejection. (For those who have been incarcerated, this shall mean five (5) years from the time of release or end of probation.)

Occupancy Guidelines

The maximum number of occupants allowable in an apartment is as follows:

- Efficiency - One (1) Occupant
- One Bedroom – Two (2) Occupants

Home Visits

Management requires a home visit of all applicants to assess current living conditions. Applicant violations of HQS (Housing Quality Standards), health codes, safety, fire or building codes will be grounds for rejection.

Drug and Criminal Free Lease Addendums

Each adult occupant will be required to sign the Drug-Free Lease Addendum and Criminal Free Lease Addendum.