

**ALL APPLICANTS WILL BE CONSIDERED FOR APPROVAL ON THE FOLLOWING CRITERIA**

1. Applicants must be of legal age.
2. Applicant must be currently employed for six months or longer at the same place of employment, or applicant must be currently employed and have employment of over one year at the previous place of employment.
3. Minimum of six months at present address.
4. Applicant grants permission for a credit check and must have a good credit rating.
5. If applicant cannot meet the requirements in items #2-4, a cosigner may be required.
6. The monthly gross income must exceed three (3) times the rental rate or a co-signer will be required.
7. If a cosigner is required, the cosigner must have income at least six (6) times the monthly rent; they must have perfect credit; they must have employment for a minimum of one (1) year; and they must furnish all necessary information on rental or mortgage history.
8. Security Deposit payment must be paid separately from the application fee in the form of Money Orders.
9. Pro-rated and first month's rent must be paid in the form of a Money Order or Cashier's Check. The rent for the remainder of the Rental Agreement term may be paid by check provided no N.S.F. checks have been given. At no time will a third party check or cash be accepted.
10. If applicant cancels this application within seventy-two (72) hours of its submission, the Deposit paid less the application fee is refundable. If applicant cancels this application after seventy-two (72) hours, the full Deposit is non-refundable.



# SCOTIA GROUP

MANAGEMENT, LLC

11. If the application is denied, the Deposit less the application fee will be returned to the applicant.
12. Applicant understands that if application data is not provided within forty-eight (48) hours of submission of the application, the application will automatically be cancelled, and the Deposit will be forfeited.
13. Applicant understands that if moving in after the 20th of the month, the pro-rated rent plus the following month's rent will be paid at the time of move-in.
14. The occupancy standards for **The Carriage House** are as follows:
  - 1 Bedroom: 3 Persons
  - 2 Bedroom: 5 Persons
15. No pets are allowed.
16. Applicant will automatically be denied if evicted from a prior rental or has an outstanding balance with a prior rental. Applicant will also be automatically denied for most felony and some misdemeanor convictions. For more specific information on criminal qualification, please ask a leasing associate for a copy of our detailed Criminal Criteria.

**I HAVE READ AND UNDERSTAND THE ABOVE CRITERIA.**

\_\_\_\_\_  
Agent of Landlord

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Applicant Signature

