

-AJH MANAGEMENT COMPANY, LTD –TIMBER RIDGE ESTATES, LLC-



Rental Criteria

We do business in accordance with the Federal, State and local Fair Housing laws and do not discriminate against any person because of race, color, national origin, religion, familial status, physical or mental disability.



1. Applicant(s) must be at least 18 years of age. The State of Texas required applicants to be at least 18 years of age in order to enter into a lease contract.
 2. The monthly income of applicant **must equal three times** the amount of the monthly rent. Monthly income includes income from employment, pension, AFDC, and other forms of subsidy. You must be able to provide proof of all income. If you are self employed or retired, your income can be verified by submitting either a copy of your previous year's income tax return, or a twelve (12) month printout of your active bank account.
 3. Applicant(s) rental history must be favorable. Favorable rental history means that prior lease obligations have been fulfilled and each landlord representative contacted would lease to applicant(s) again without special restrictions. There are no exceptions to this policy.
 4. Applicant(s) credit history must be at least 50% favorable. Derogatory accounts are any accounts reflecting delinquent payments, charge offs, or outstanding judgments. In addition, the applicant will not be accepted if:
 - 4a. The applicant's credit report reflects any amount owed to a property Management Company, apartment community, or individual rental property owner.
 - 4b. The applicant's credit report reflects any amount owed to a utility company that applicant would be responsible for on the property they are applying for.
 - 4c. The applicant's credit report lists a bankruptcy that has not been discharged, or if credit obligations after the time of bankruptcy do not meet our guidelines.
- An application may be accepted with marginal credit with an additional deposit paid, at the sole discretion of the manager.**
5. Total number of applicants, residents and occupants must be within limits acceptable. Limits acceptable means no more than two (2) family occupants per bedroom plus one child under the age of twelve (12) months, or (2) non-family occupants per apartment unit plus one child under the age of twelve (12) months at the time of leasing.
 6. Applicant(s) may be denied for criminal conviction history of drug, violent, or sexual crime committed by any applicant or by other occupants (including children) who plan to live in the unit.
 7. Credit counseling companies may be taken into consideration if applicant has been working with them and has no late payments for one full year prior to application. (All delinquent accounts in the past three (3) years must be included and current with credit counselor for one year.)

APPLICATION REQUIREMENTS

1. Each applicant must complete a Rental Application. Rental Applications may be completed on site, or taken and returned completed.
2. Each application must be submitted with all information necessary to verify employment history, monthly income and credit history. This necessary information includes employers phone numbers, past landlord(s) phone numbers, written proof of income that cannot be verified by phone, etc.
3. Each applicant must pay the required **non-refundable application charge(s)**.
 - **Individual applicants will be charged a \$50.00 fee per application.**
 - **All application charges are non-refundable.**
 - **Application charge must be paid with money order, credit card (+processing fee) or cashier's check.**

Applicant's Signature

Date

Applicant's Signature

Date

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RENTAL APPLICATION FOR RESIDENTS AND CO-RESIDENTS

APPROVED _____ ON (date) _____ FOR APARTMENT NO. _____ RENT \$ _____

DENIED _____ ON (date) _____ DATE LETTER OF DENIAL WAS GIVEN/MAILED _____

CRIMINAL HISTORY CHECK _____ YES _____ NO _____ RENTAL HISTORY CHECK _____ YES _____ NO _____ N/A

APPLICATION DATE _____

APPLICANT:

FULL NAME _____ DATE OF BIRTH _____

SOCIAL SECURITY NO. _____ DRIVER'S LICENSE NO. / STATE _____

Phone Number _____ E-Mail _____

Marital Status: _____

CO-APPLICANT

FULL NAME _____ DATE OF BIRTH _____

SOCIAL SECURITY NO. _____ DRIVER'S LICENSE NO. / STATE _____

Phone Number _____ E-Mail _____

Marital Status: _____

FULL NAMES OF OTHER RESIDENTS

1. _____ Relationship to you _____ Date of Birth _____

2. _____ Relationship to you _____ Date of Birth _____

APPLICANT'S PRESENT ADDRESS

Date Moved In: _____

Landlord _____ Landlord Phone No. _____

Monthly Payment _____ Reason For Moving _____

PREVIOUS HOME ADDRESS

Landlord _____ Landlord Phone No: _____ Dates From: _____ To: _____

Monthly Payment _____ Reason For Moving _____

PRESENT EMPLOYER _____ Dates From: _____ To: _____

Business Address _____ Phone No. _____

Position / Rank _____ Supervisor / Captain _____ Phone No. _____

Gross Monthly Income _____

CO-APPLICANT'S PRESENT ADDRESS

Date Moved In: _____

Landlord _____ Landlord Phone No. _____

Monthly Payment _____ Reason For Moving _____

PREVIOUS HOME ADDRESS

Landlord _____ Landlord Phone No: _____ Dates From: _____ To: _____

Monthly Payment _____ Reason For Moving _____

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PRESENT EMPLOYER _____ Dates From: _____ To: _____

Business Address _____ Phone No. _____

Position / Rank _____ Supervisor / Captain _____ Phone No. _____

Gross Monthly Income _____

LIST ALL VEHICLES TO BE PARKED ON THE PREMISES BY APPLICANTS

MAKE / MODEL _____ YEAR _____ COLOR _____ LICENSE NO. _____ STATE _____

MAKE / MODEL _____ YEAR _____ COLOR _____ LICENSE NO. _____ STATE _____

Have you or your spouse ever declared bankruptcy? _____ Been charged or arrested for a felony or sex crime that was resolved by conviction, probation or deferred adjudication? _____ Been charged, detained, or arrested for a felony or sex-related crime that has not been resolved by any method? _____ Been sued for nonpayment of rent or damages to rent property? _____ Been evicted? _____ Broken a rental agreement or lease contract? _____ You represent the answer is "no" for any item not checked above.

Explain: _____

Will you or any occupant have an animal? Yes _____ No _____ Kind, Weight, Breed, Age? _____

Do you or any occupant Smoke? Yes _____ No _____

How were you referred to us? Stopped by _____ Newspaper _____ Friend _____ Other _____

IN CASE OF EMERGENCY, NOTIFY _____ HOME PHONE _____

WORK PHONE _____ STREET ADDRESS _____

CITY/STATE/ZIP _____ RELATIONSHIP _____

IN THE EVENT OF A SERIOUS ILLNESS OR DEATH OF A RESIDENT, THE ABOVE NAMED PERSON (____), IS OR(____) IS NOT AUTHORIZED TO REMOVE AND/OR STORE ALL CONTENTS FOUND IN THE DWELLING UNIT, STOREROOMS, COMMON AREAS AND MAIL BOXES. IF NO BOX IS CHECKED ANY OF THE ABOVE IS AUTHORIZED AT OUR OPTION.

APPLICATION AGREEMENT

1. **NO PETS WILL BE PERMITTED UNLESS AUTHORIZED IN WRITING BY OWNER OR MANAGEMENT.**

2. AFTER APARTMENT SELECTION HAS BEEN MADE, A DEPOSIT OF \$ _____ IS REQUIRED. WE HAVE AGREED TO TAKE THE DWELLING UNIT OFF THE MARKET UPON RECEIPT OF THE DEPOSIT. NEITHER THE APPLICATION NOR THE DEPOSIT MAY BE WITHDRAWN BY YOU OR ANY OTHER CO-APPLICANT. IF YOU OR ANY CO-APPLICANT NOTIFIES US THAT YOU HAVE CHANGED YOUR MIND ABOUT RENTING THE DWELLING UNIT (AFTER A DEPOSIT HAS BEEN MADE), WE WILL BE ENTITLED TO RETAIN THE DEPOSIT AS LIQUIDATED DAMAGES AND THE PARTIES WILL THEN HAVE NO FURTHER OBLIGATION TO EACH OTHER.

3. YOU AND ALL CO-APPLICANTS MUST SIGN THE LEASE CONTRACT AND TAKE POSSESSION OF THE DWELLING UNIT NO MORE THAN (3) DAYS AFTER AVAILABILITY DATE. IF YOU OR ANY CO-APPLICANT FAILS TO DO SO, WE MAY RETAIN THE DEPOSIT AS LIQUIDATED DAMAGES AND THE PARTIES WILL THEN HAVE NO FURTHER OBLIGATION TO EACH OTHER.

4. WE WILL FURNISH KEYS ONLY AFTER (1) ALL PARTIES HAVE SIGNED THE LEASE CONTRACT AND OTHER RENTAL DOCUMENTS (2) ALL APPLICABLE RENTS AND SECURITY DEPOSITS HAVE BEEN PAID IN FULL.

5. ANY NOTICE WE GIVE YOU OR YOUR CO-RESIDENT IS CONSIDERED NOTICE TO ALL APPLICANTS. ANY NOTICE FROM YOU OR YOUR CO-RESIDENT IS CONSIDERED NOTICE FROM ALL APPLICANTS.

6. OUR REPRESENTATIVE'S SIGNATURE IS CONSENT ONLY TO THE ABOVE APPLICATION. IT DOES NOT BIND US TO ACCEPT APPLICANT OR TO SIGN THE PROPOSED LEASE CONTRACT.

BY SIGNING THIS APPLICATION I/WE DECLARE THAT ALL OF MY/OUR STATEMENTS ON THIS APPLICATION ARE TRUE AND COMPLETE. I/WE AUTHORIZE YOU TO VERIFY THIS INFORMATION THROUGH ANY MEANS INCLUDING PREVIOUS LANDLORDS, CREDIT, CRIMINAL AND PERSONAL RECORDS. I/WE ALSO AUTHORIZE YOU TO PULL MY/OUR CONSUMER CREDIT REPORT AND CRIMINAL HISTORY. YOU ARE NOT REQUIRED TO VERIFY OR INVESTIGATE ANY PRELIMINARY FINDINGS. IF I/WE HAVE FAILED TO ANSWER ANY QUESTION YOU ARE ENTITLED TO REJECT THIS APPLICATION. IF I/WE HAVE GIVEN FALSE INFORMATION YOU ARE ENTITLED TO (1) REJECT THE APPLICATION (2) RETAIN DEPOSIT AS LIQUIDATED DAMAGES FOR YOUR TIME AND EXPENSE, AND (3) TERMINATE MY/OUR RIGHT OF OCCUPANCY. GIVING FALSE INFORMATION MAY ALSO CONSTITUTE A SERIOUS CRIMINAL OFFENSE. IN ANY LEASE THE PREVAILING PARTY IS ENTITLED TO RECOVER ATTORNEY'S FEES AND ALL OTHER COSTS OF LITIGATION FROM THE LOSING PARTY. YOU HAVE THE RIGHT TO FURNISH INFORMATION TO CONSUMER REPORTING AGENCIES ABOUT THE REPORTED AT ANY TIME AND INCLUDE BOTH THE FAVORABLE AND UNFAVORABLE INFORMATION REGARDING MY/OUR COMPLIANCE WITH THE LEASE, THE RULES, AND MY/OUR FINANCIAL OBLIGATIONS. WE ARE DEDICATED TO PROTECTING THE PRIVACY OF YOUR PERSONAL INFORMATION INCLUDING YOUR SOCIAL SECURITY OR OTHER GOVERNMENTAL IDENTIFICATION NUMBERS. WE HAVE ADOPTED A PRIVACY POLICY TO HELP ENSURE THAT YOUR INFORMATION IS KEPT SECURE. WE FOLLOW ALL FEDERAL AND STATE LAWS REGARDING THE PROTECTION OF YOUR PERSONAL INFORMATION. YOU ACKNOWLEDGE THAT OUR PRIVACY POLICY IS AVAILABLE TO YOU UPON REQUEST.

APPLICANT'S SIGNATURE _____ DATED _____

CO-APPLICANT'S SIGNATURE _____ DATED _____

SIGNATURE OF OWNER'S REPRESENTATIVE _____ DATED _____