

HomePlus LLC
106A Jefferson Hwy
Louisa, VA 23093
\$30.00 Application Fee
(540) 967-0965

Admission and Occupancy Policy

The following criterion is used when approving persons for residency. This criteria applies to every applicant who wishes to reside at this property. Rental units become available when they are ready to rent. Applications must be filled out completely and are considered on a first come first serve basis. We adhere to fair housing laws. If negative information is found in any category, the application is subject to denial.

Photo Identification Required

I. Credit History

1. All applicants must be at least **21 years of age** to rent this unit.
2. Any bankruptcy proceedings will be considered on a case-by-case basis.

II. Income

1. All applicants must prove their actual income.
2. Gross income must be **three times the rent**.

III. Rental/Landlord History

1. All applicants must provide **positive landlord references** from a non-family source for at least the previous two years.
2. All applicants must prove that previous rental **payments were made on time** and without demand for the previous two years.
3. All applicants must prove they respect their neighbors and show care for the landlords' property.
4. All applicants must have **satisfactorily completed** their existing contract.

IV. Criminal Record

A criminal record verification is made on all persons over the age of 21 who will occupy the apartment. Cause for the applications to be rejected includes conviction (*and then release from incarceration within the last seven years*) for:

- A. Illegal drug activity or gang involvement of any kind.
- B. Any violent act against another person.
- C. Vandalism, Arson
- D. Burglary
- E. Criminal Trespass
- F. Stalking

Anyone ever convicted of child abuse, child molestation or negligence involving a child is denied.

V. Occupancy Policy

Occupancy shall be limited to a maximum of two persons per bedroom. (Two adults plus one infant under the age of 6 months will be acceptable).

Management will not approve a request by a Resident to add an additional person to a household until that applicant has completed the screening process using the criteria noted above.

It is found that the applicant has given false information or has not accurately completed the application, occupancy will be denied. If a lease has been entered into and such information is discovered, the lease will be voided and occupancy shall revert to week-to-week tenancy and action may be taken to evict.

I have read and understand that a credit check, verification from a resident former landlord, employment history and criminal record will be made as well as any other verification necessary as required by this Admission and Occupancy Policy needed to determine eligibility. In addition, it is understood that, a similar verification may be made from time to time during my occupancy.

Applicant

Date

Applicant

Date

APPLICATION FOR RENTAL

There is a \$30.00 credit report fee required to process this application, this fee is non-refundable!!!! Date: _____

Address of Rental: _____
Name of applicant: _____ SSN: _____
Name of co-applicant: _____ SSN: _____
Present Address: _____
Present home phone # _____ work# _____
Landlords Name: _____ phone# _____
Date you moved in _____ Present Rent/month: _____ Do you have a lease? _____
Expiration Date: _____ Reason for leaving: _____

List all persons that will occupy the house

<u>Name</u>	<u>Age</u>	<u>Relationship</u>	<u>Date of Birth</u>
_____	_____	self _____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Employment of all adults to appear on lease

Employers Name: _____ Telephone #: _____
Address: _____ Salary/month: _____
Position: _____ Date hired _____

Employers Name: _____ Telephone #: _____
Address: _____ Salary/month: _____
Position: _____ Date hired _____

Additional Income: _____ Source: _____

If you have lived at your present address for less than 3 yrs, list previous address:

Pets? _____ What kind? _____ How many? _____

Do you smoke? _____

Credit References

Banking:

Name of Bank: _____ Address of Bank: _____
Account Number: _____ Savings _____ Checking _____ Balance: _____
Credit Card Type: _____ Balance Due: _____ Monthly Payment: _____

Monthly Recurring obligations	Balance Due	Monthly Payment
_____	_____	_____
_____	_____	_____
_____	_____	_____

Ever been evicted from a rental unit? _____ If yes, when? _____
 Ever filed for bankruptcy? _____ Date _____ State/County _____
 Circumstances? _____
 Ever had a court judgement against you? _____ Date: _____ State _____
 Ever been turned over to a collection agency? _____ Explain: _____

Make of vehicles	Model	Year	Color	Tag# and State	Drivers Licence#
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

Positive ID is required at the time of application. Drivers license with photo or a government photo ID is mandatory

Whom shall we contact in case of an emergency?
 Name: _____ Telephone _____ Relationship: _____
 Address: _____

It is recommended that tenants insurance on personal property be obtained. Tenants to keep and maintain all smoke detectors in good working order at all times. No wall paper allowed. No auxiliary heat allowed. There will be no proration of late fees. Security deposit is not to be used as rent. There will be a \$35 charge for any and all returned checks plus an additional months security deposit may be required. There will be no WATER BEDS, unlicensed vehicles, or roof antennas.

It is hereby understood that there is a security deposit equivalent to one months rent which will be refunded after the unit has been vacated, and deductions will be made from this deposit for any damage to the premises, equipment, or furniture, if furnished. All utilities must be listed in tenants name as of starting date of the lease. The applicant certifies that only those persons listed in this application will occupy the unit. **The applicant is aware that if any information herein contained is false, the applicant will be rejected on that basis alone.**

It is further agreed and understood by the signing of this application that HomePlus L.L.C., at their option, will obtain a confidential credit report, court records, bad check and employment information. If this application is rejected due to your credit report you are advised to obtain a copy for your records by calling 800 685-1111

 Applicant Date

 Applicant Date