

Brooks Landing Apartments
24444 Richards Road #111
Hempstead, TX 77445
ph. 936-857-9533
fx. 936-857-5896

RESIDENTIAL QUALIFICATION POLICY

This company will not discriminate against any person based on race, gender, religion, age, family status, national origin or handicap. The following guidelines will be used in evaluation of your application for residency.

Santino Investments has three requirements that must be fulfilled before any lease is approved. If any of the three is lacking in satisfactory information, then a guaranty of lease will be necessary.

QUALIFICATION POLICY

1. Employment Verification:

- a. Current employment must be at least one year, and/or provide signed verification from new employer on company letterhead.
- b. Self employed, must provide 2 year income statement or 6 months of bank statement.
- c. Monthly income equivalent to 3 times the monthly rental amount.
- d. Social Security, child support and/or AFDC income support documents must be presented if this is to be included in your gross monthly income.

2. Rental Verification:

- a. Applicant must have previous rental history that can be verified. Phone number is required.
- b. Home ownership must be verified by cancelled checks for a period of 12 consecutive months or letter from Mortgage Company.
- c. Option: Lease guarantor and/or payment of additional deposit and payment of lease in entirety at signing of lease contract.

3. Credit Report:

- a. Credit report will be run on all applicants by Tenant Tracker Consumer Reporting Agency.
- b. All reports must have no bankruptcy, court judgments, tax lien, foreclosure, repossession, or collection account within the last 2 years, to be eligible for approval.
- c. Any account that is past due or that is delinquent within the last 12 months must have an approved explanation.

Guaranty of Lease:

Co-signer/guarantor will be considered but must complete an application for approval under the same guidelines as the applicant.

- **Convicted felons will be denied. Applicants must also have no criminal conviction involving violence, firearms, illegal drugs, moral turpitude, or crimes against property.**
- **No property will be put on hold unless we have a signed rental application, and Deposit Hold Agreement with full security deposit.**
- **Maximum number of people per unit is 2 people per bedroom, and a maximum of 4 persons per house. EXCEPTION: If an applicant has a child under six months of age or delivers a new born after leasing then the applicant will be required to move to a larger unit at the end of the lease, provided the child has reached six months of age.**
- **Minimum of 18 years of age to enter into a lease agreement.**

ALL RESIDENTS MUST INITIAL

Resident

Resident

Resident

Resident