

RENTAL CRITERIA FOR AFFORDABLE HOUSING

Welcome to Mexia Gardens Apartments, an Alpha-Barnes Real Estate Services managed property. With extensive experience in property management, the professionals at Alpha-Barnes Real Estate Services award residents a high standard of living and exceptional customer service. The following rental criteria are compiled to ensure that an Alpha-Barnes Real Estate Services community is your BEST MOVE.

- Alpha-Barnes Real Estate Services is an equal housing opportunity provider.
- Before touring Mexia Gardens Apartments, we require a valid driver's license or other government issued photo identification.
- All applications for apartment homes 1) will be accepted on a first come-first served basis 2) are subject to the availability of the apartment type requested 3) will be approved by complying with the rental criteria listed below 4) require the receipt of the application fee, pet fees (if applicable) and deposits.
- Rental applications are to be completed entirely. Any omissions or falsifications may result in rejection of an application or termination of lease.

Mexia Gardens Apartments has been designated as an Affordable Property by the State of Texas. Our community is designed to facilitate the housing needs for low and moderate-income families. Residence at this community requires that applicants meet certain qualifying standards established by the government and Alpha-Barnes Real Estate Services.

Applicant's gross yearly income must not exceed the following:

1 person	\$ 23,340	2 persons	\$ 26,640
3 persons	\$ 30,000	4 persons	\$ 33,300
5 persons	\$ 36,000	6 persons	\$ 38,640

Our rental criteria consist of two stages. The first stage of this process is to verify your rental, employment and credit history. After you have been approved as an applicant for this first stage you will be subject to a criminal background check (stage 2). Applicants who are not approved due to credit history will be notified in writing pursuant to the Fair Credit Reporting Act.

Stage 1 Criteria

All applicants must comply with the following prior to occupancy:

- Applicant must be of legal age (18 years or legally emancipated).
- All applicants of legal age must complete an application and meet all rental criteria.
- All applicants are required to execute the lease agreement and each applicant is individually responsible for the total amount of the rent.
- Applicant's gross monthly income must be at least 2.5 times the resident's rental portion. Those having a gross income of less than 2.5 times the monthly rental portion may be approved depending up assets or an approved co-signer.
- Previous rental payment history will be reviewed and no negative rental history will be accepted. Negative rental history is described as, but not limited to: any damages owed, rental-related debt as described above, and/or evictions filed. **Co-signers will not be accepted for negative rental history.** Pursuant to the Fair Credit Reporting Act, applicants declined due to negative rental history reflected on their credit report will be notified in writing.
- Applicant must have six months of verifiable employment or if unemployed (retired, disabled etc.) must provide documentation illustrating the ability to pay rent, plus verifiable sources of income. Applicants unable to provide such documentation will not be approved without an approved co-signer. If self-employed the applicant must provide documents required by the Low-Income Housing Tax Credit program.
- Applicant must not have more than two persons residing in a one-bedroom apartment, not more than four persons in a two-bedroom apartment, not more than six in a three-bedroom apartment.
- Applicant must submit an application fee, pet fees (if applicable) and deposits in the form of a cashier's check, or money order only.
- Each applicant is required to pay individual application fees. For this purpose, married applicants will be treated as one applicant.
- No pets are allowed at Mexia Gardens Apartment Homes. Animals trained to assist blind, deaf, or other disabled individuals are always permitted, and are exempt from paying a pet deposit.
- At least one of the household members must not be a full-time student.
- Applicant understands that application fees are non-refundable. The Security Deposit is refundable upon cancellation **within 72 hours of approval**, otherwise it is forfeitable. Applicants rejected will receive a refund for their Security Deposit. **Applicant's Initials** _____
- Applicants understand that they will not be able to occupy or take possession of an apartment unit until all supporting paperwork is complete and signed by all parties.
- All payments for application fee, security deposit, rent and any other monies paid to the property, must be made in the form of check (no temporary checks) or money order. Management has the right to require payment by money order only.
- **NO CASH IS ACCEPTED AT ANY TIME.** **Applicant's Initials** _____
- Attached is the Qualifying Rental Criteria & Occupancy Standards for each Applicant.

Applicant Signature

Date _____

Applicant Signature

Date _____