The Regent
APARTMENT HOMES

APPLICATION APPROVAL GUIDELINES

All prospective renters will be considered for residency; however, prospective residents must meet the following requirements in order to qualify for an apartment at The Regent Apartments. They are as follows:

Reasons for Automatic Denial

- Having a bankruptcy that has NOT been discharged, or a mortgage was included in a bankruptcy.
- Having an unpaid balance or eviction from any other rental community.
- Having a criminal history that includes felony or misdemeanor convictions or pending charges for crimes that represent threats to persons or property.

Credit Worthiness

Unsatisfactory credit can disqualify an applicant from renting an apartment at our community. If you have previously filed for bankruptcy, the bankruptcy must appear as "discharged" on your credit report.

Rental Verification

All applicants must provide a minimum of five (5) years of residence history. We require at least five (5) years of a mortgage listed on the credit report OR five (5) years of verifiable rental history available for our review.

Proof of Mortgage

If a mortgage is paid in full, a copy of the Warranty Deed is needed.

Proof of Income

In order to be a leaseholder, you must provide proof that your gross monthly income is at least (3) times the monthly rent of your desired apartment.

We do not accept co-signers.

What You Need To Bring

1) Valid Driver's License or Government Issued I.D.
2) Social Security Card
3) W-2 or 1099 from prior year plus last three (3) Pay Stubs
   (New employment requires an offer letter)
4) Last three (3) Bank Statements
5) Veterinarian's Certificate, ESA Verification for Pets

NO SCREEN SHOTS ACCEPTED

Occupancy Limits

1 Bedroom - 2 People
2 Bedrooms - 4 People

The preceding information greatly assists our staff in the approval process. Please make sure to provide all of the listed materials, or your application will not qualify. Incomplete applications cannot be submitted to Underwriting. We reserve the right to require an additional deposit or deny an application, should any of the above requirements not meet our criteria.

We reserve the right to change, modify or update these Guidelines at anytime and from time to time.

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APPLICATION PROCESS

Required Application Documents

- ALL Required Documents Are Due Within 24-Hours of Application-NO SCREEN SHOTS ACCEPTED
- Original Application Form Completely Filled Out and Signed by the Applicant
- Copy of Drivers License or United States Government Issued ID
- Copy of Social Security Card (or Birth Certificate or Passport)
- W-2 or 1099 needed from prior year
- 3 Most Recent Pay Stubs (new employment requires an offer letter)
- If relocating from another state with your employer, we require a letter from your company stating your relocation.
- 3 Most Recent Bank Statements
- Veterinarian Certificate, ESA Verification
- ALL UNDERWRITING DOCUMENTS MUST BE RECEIVED WITHIN 24 HOURS OF APPLYING, IF DOCUMENTS ARE NOT RECEIVED TIMELY, MANAGEMENT WILL CANCEL THE APPLICATION.

The Application process cannot begin without the required documents listed above.

Each Leaseholder must earn three (3) times the rental amount to qualify, or nine (9) times the rental for Non-Occupant Leaseholders and Applicants with Open Mortgages.

Due at Time of Application:

Application Fees:
Non-Refundable Application Fee
Per Adult Applicant Or Married Couple: $125.00
Non-Refundable Administration Fee: $150.00
After approval $350 security deposit must be paid to reserve apartment.

Move-In Fees:
+ Pro-rated Rent
Move-ins on the 22nd or later will require their pro-in rent, as well as the following full month's rent.

Monthly CAM Fees:
1-Bedroom: $50.00 2-Bedroom: $60.00

Pet Fees:
Refundable Deposit: $200.00
Non-Refundable Fee: $500.00
Per Pet, ***limit 2 pets per apartment***
****Breed Restrictions Apply****
****Maximum weight of a dog is 75 lbs.****

Additional Options:
Garages: $100.00
Carports: N/A
Storage: $35.00

In all cases, upon approval of application, Security Deposits become due and payable within 24 hours. We are unable to reserve your apartment until the security deposit is paid in full.

UPON APPROVAL, NO ADDITIONAL PERSONS MAY BE ADDED TO YOUR LEASE CONTRACT