

Welcome to *Monterrey Properties*. We hope that we will be able to find you a suitable apartment to fill your needs. Before you pay a nonrefundable application fee we want to help you understand our **QUALIFICATIONS GUIDELINES**.

**In Order To Be Approved For Residency.**

1. All individual applicants and lease guarantors must each submit a \$40 nonrefundable application processing fee.
2. No more than two people per bedroom may reside in any residence. Infants under 6-months are not counted for the purpose of our occupancy standards.
3. You must be a minimum of 18 years of age to enter into a lease agreement.
4. You must have verifiable monthly income equal to 3 times the amount of rent for a single person or couple. For roommates, each roommate must individually have verifiable income equal to 2 times the amount of rent. (Option: Lease guarantor co-signer may be accepted if certain criteria is met. Please request a copy of the lease guarantor info, if appropriate).
5. We must be able to verify residence information for the last year. Rental history must be favorable with a timely payment history.
6. We must be able to verify one (1) your job history to include rate of pay. If your employer refuses to release such information over the phone, then we must receive a letter on your employer's stationary stating the required information. If self employed, we will require a copy of three (3) months bank statements or copies o income tax statements for the last year of business.
7. Entries reflected on your most current credit report must show favorable activity within the last 13 month period. Mortgages and lien holders' rental history problems may be grounds for non approval.
8. We will obtain a criminal history from public sources. Criminal history would be grounds for rejection.

*Monterrey Management Co.* does business in accordance with the Federal housing Law and does not discriminate against any person because of race, color, religion, sex, handicap, familial status, or national origin.

Thank you, for considering *Monterrey Properties*.

Received By Applicant(s): \_\_\_\_\_  
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