



**May River Village Apartments
&
TB & HE Management Company, Inc.**

Resident Selection Criteria

May River Village Apartments will accept as Lessee any person who submits an accurate application for an available apartment home; meets the standards set forth below; and agrees to abide by the rules and regulations set forth by TB & HE Management. We do business in accordance with the Fair Housing Act as amended, prohibiting discrimination in housing based on race, color, religion, sex, national origin, handicap or familial status.

Income & Eligibility Requirements: The annual gross income of the applicant's household must be less than or equal to the maximum income limits as established and annually revised by the requirements of the Low Income Housing Tax Credit Program for the appropriate household size. In addition, some apartment homes have maximum income limits based upon the HOME Investment Partnership Program.

The resident's portion of the annual rental rate cannot exceed 40% of the resident's annual household income. For example, to qualify for an apartment renting for \$550 per month, the household's total annual income must be at least \$16,500 ($\550×12 divided by 40%). The income verified should be stable with a reasonable expectation that it will continue during the lease term. For households that do not meet the minimum income requirements, consideration will be given to substantial assets used to offset the annual rental payments, periodic gifts from a reliable source and/or excellent credit and rental history.

Furthermore, the Low Income Housing Tax Credit Program **prohibits all tenants of an apartment to be full-time students** unless certain exceptions are clearly met and appropriately documented. Applicants who are or have been full-time students for any 5-month period during any calendar year of residency must meet one or more of these exceptions in order to reside in May River Village Apartments.

Credit History Requirements: A credit report will be requested from the credit bureau and scored by a professional, nationally recognized credit company. Credit history must be in good standing. In addition, TB & HE Management does not accept the following: eviction history, pending bankruptcy, previous or current landlord balances, utilities in collections, or unpaid non-sufficient funds (NSF) checks. TB & HE Management reserves the right to deny any application with any of these conditions. If an applicant is rejected based on the credit report, Management will provide the applicant with the reason for the rejection and provide the name of the credit bureau that performed the credit check. Applicants will be given one (1) week from notification of denial to dispute any information on the credit report.

Rental History Requirements: Applicant must indicate the name(s), address(es) and telephone number(s) of current and previous landlords/mortgage holders. May River Village will verify two years of previous rental/mortgage history. Applicants with negative rental or mortgage history will not be accepted. Examples of negative history include but are not limited to: history of evictions, foreclosures, breach of lease, delinquent rent payments, or damages.

Criminal History: TB & HE Management will not accept any applicant who engages in or has a history of engaging in any criminal activity, including but not limited to: drug-related criminal activity; prostitution or sex-related crimes; criminal street gang activity; battery; unlawful discharge of firearms; illegal manufacture, sale, use or distribution of a controlled substance (or with the intent); or any felony charge or criminal history. Any applicant household with two or more misdemeanors will also not be accepted. All leaseholds will be required to sign a crime free lease addendum in addition to the standard lease agreement.

Occupancy Standards: The apartment home must have enough space to accommodate the applicant's household. In selecting an apartment size for the applicant, Management's occupancy standards must comply with Federal, State and local fair housing and civil rights laws, landlord-tenant laws and zoning restrictions.

The following standards shall be used as a guideline:

One Bedroom	2 Persons
Two Bedrooms	4 Persons
Three Bedrooms	6 Persons

Accessible Units: Available Accessible Units will first be offered to qualified applicants with disabilities.

Pet Policy: No pets are permitted to reside in any apartment home at May River Village Apartments. Assistance animals required for medical reasons are permitted with a physician's written statement of need.

Waiting List: In the event there is no current availability for a desired unit type, approved applicants may be added to the May River Village Waiting List with a \$100.00 deposit.

Application Rejection Procedures: Each denied applicant will be promptly notified in writing of the reason(s) for rejection. This notice will advise the applicant that he/she may, within ten (10) days of receipt of the notice (excluding weekends and designated Federal holidays), respond in writing, requesting to meet with Management to discuss the notice and response. Any individual applicant or applicant household which has cancelled an application and/or been denied residency at May River Village twice during any three (3) month period will not be considered for occupancy until six (6) months following their most recent application denial or cancellation.

Incomplete application information will result in delaying the application process. In addition, misrepresentation of any information related to eligibility, rental history, criminal history, income, assets, student status or family composition will result in the rejection of the application. Should the applicant have questions or concerns regarding the aforementioned selection criteria, please address these concerns with the Management prior to placing your application for rental. Once the application has been placed, the application fee is a non-refundable processing fee.



We encourage and support the nation's affirmative housing program in which there are no barriers to obtaining housing because of race, color, religion, sex, national origin, handicap or familial status.

