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RadiantAM.com

Office, Retail, Multi-Family & Industrial Property Management

Dear Prospective Resident,

Outlined below are the selection criteria that we use when determining if an applicant will be approved for residency at one of our communities. Please be advised that these are only general guidelines and we may, at our discretion, make exceptions to these criteria. In the event that exceptions to our company's criteria are made, additional security, guarantors, and or additional advance rent may be required.

1. All adult applicants 18 or older must submit a fully completed, dated and signed residency application. Applicants **must provide two (2) forms of US government issued identification** at the time of application. At least one of the forms of identification must be a photo ID. A **non-refundable application fee of \$75** will be required for **every** adult applicant. Applicants may be required to submit a visa or other paperwork indicating that they are allowed to live and / or work in the United States.
2. Applicants should have a combined gross income of at least 3 times the monthly rent. This gross income guideline may vary if the applicant is receiving any type of rent subsidy or voucher. We reserve the right to require a cosigner or guarantor. Up to 2 years of residential rental history may be required.
3. You must meet objective credit requirements including a specific credit score and/or you must not have any Civil Court judgments (including Eviction Judgments), liens or bankruptcies within the last 5 years.
4. Self-employed and server/tip applicants may be required to produce upon request 2 years of tax returns or 1099's and non-employed individuals must provide verifiable proof of income or accepted rent subsidy.
5. All sources of other income must be verifiable if needed to qualify for a rental unit.
6. Criminal records must contain no convictions for misdemeanors for crimes involving violence, assault or battery, drugs, or firearms; felonies within the last 7 years and no convictions for murder, manslaughter, arson or sexual offenses regardless of degree or type ever. Felony probation, parole, supervised release or sentence must be discharged for a period of seven (7) years or greater. In the event a record comes back "adjudication withheld", "nolle prosequere", or "adjudication deferred", further documentation may be required and applicant may be denied on this basis.
7. Previous rental history reports from landlords must reflect timely payment, sufficient notice of intent to vacate, no complaints regarding noise, disturbances or illegal activities, no unpaid NSF checks, no outstanding debt and no damage to unit or failure to leave property clean and without damage at time of lease termination.
8. No pets (with the exception of service animals as required by law) of any kind are permitted without specific written permission of landlord in the lease document, an addendum to lease, a non-refundable pet fee acceptable to landlord and/or an additional pet deposit or an additional security deposit. Any pets, whether permitted by landlord and/or by law must have the appropriate documentation i.e. vet and vaccination records
9. Applicants may be required to pay a security deposit at the time of lease execution in a minimum amount of one month's rent. We reserve the right to offer specials that require a lower security deposit or require a higher security deposit and/or additional prepaid rent. All move-in costs, security deposits and application fees must be in secure funds, i.e., Money Order or Cashier's Check. No personal or company checks will be accepted for move-in costs
10. The number of occupants must be in compliance with HUD standards/guidelines for the applied unit.
11. At time of application, we may require a holding or good faith deposit to be collected to hold a property off the market. In the event the application is approved and applicant fails to enter into a lease, the applicant shall forfeit this deposit. In the event the application is approved, this deposit shall be applied to the required security deposit and remaining amounts, if any, will be applied to the remaining first month's rent.
12. Our company policy is to report all non-compliances with terms of your rental agreement or failure to pay rent, or any amounts owed to a credit bureau and/or a collection agency and if the amount is disputed, it shall be reported as disputed in accordance with the law.
13. Please direct any questions regarding these criteria to the Property Manager or Leasing Agent in charge of the property for which you are applying.