

CITY REAL ESTATE

CRITERIA FOR RESIDENCY

Thank you for applying to live at our property. These criteria are provided to you to define the process we use to select our residents. City Real Estate, LLC is an Equal Housing Opportunity provider and seeks to process all application in keeping with all federal, state and local laws concerning Fair Housing.

Application Process

1. Complete the Rental Application (one for each adult). Note: Inaccurate or falsified information will be grounds for denial, or termination of the tenancy if discovered after the tenancy commences.
2. Submit payment for your non-refundable screening charge of \$50. No Cash Accepted – Check or Money Order only. The Screening Charge is the cost of ordering a resident and financial and criminal screening report.
3. There is an average waiting period of two or three business days for the application verification process. More time must be allowed if the information proves difficult to verify.
4. The required Security Deposit will be one of the following amounts depending on the screening results: at minimum one month's rent and possibly as much as two month's rent. The Security Deposit will be due within 24 hours of approval.
5. If the application is approved and you decide not to rent or the application is denied, the \$50 non-refundable charge will not be forfeited.

Occupancy Policy

1. Occupancy is based on the number of bedrooms in a unit. (A bedroom is defined as a space within the premises that is used primarily for sleeping, with at least one window and a closet for clothing.)
2. Two persons are allowed per bedroom.

General Requirements

1. Positive identification with a picture will be required.
2. Each applicant will be required to qualify individually per specific criteria areas.
3. Inaccurate or falsified information will be grounds for denial of the application.
4. Any applicant currently using illegal drugs will be denied. If approved for tenancy and later illegal drug use is confirmed, eviction shall result.
5. Any individual, whose tenancy may constitute a direct threat to the health and safety of any individual, the complex, or the property of others, will be denied tenancy.
6. Applicants must be eighteen years of age or older.

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Income Criteria

1. Monthly income should be equal to three times stated rent and must be from a verifiable, legal source.
2. Self-Employed applicants will be verified through state corporation commission and may be required to submit the previous year's tax returns.
3. You will be denied if your income cannot be verified.

Rental Criteria

1. Twelve months of verifiable contractual rental history from a current third party landlord or home ownership is required.
2. Eight years of eviction-free history is required. Eviction actions that were dismissed or resulted in a judgment for the applicant will not be considered.
3. Any non-payment or non-compliance notices may result in denial of the application or increased security deposit.
4. Any late payments or dishonored checks may result in denial of the application or increased security deposit.
5. Rental history reflecting past due and unpaid charges may result in denial of the application.

Credit Criteria

1. Negative or adverse debt on credit report may result in denial of the application or require an additional security deposit.
2. Unpaid collections (not related to medical expenses) may result in denial of the application.
3. Bankruptcy (Chapters 7 or 13) listed as pending or discharged on the credit bureau report may also result in denial of the application or an additional Security Deposit requirement.

Criminal Conviction Criteria

Upon receipt of the rental application and screening fee, owner/agent will conduct a search of public records to determine whether the applicant or any proposed tenant has charges pending for, been convicted of, or pled guilty or no contest to, any: drug-related crime; person crime; sex offense; crime involving financial fraud, including identity theft and forgery; or any other crime if the conduct for which the applicant was convicted or is charged is of a nature that would adversely affect property of the landlord or a tenant or the health, safety or right of peaceful enjoyment of the premises of residents, the landlord or the landlord's agent. A single conviction, guilty plea, no contest plea or pending charge for any of the following shall be grounds for denial of the rental application. If there are multiple convictions, guilty pleas or no contest pleas on the applicant's record, Owner/Agent may increase the number of years by adding together the years in each applicable category. Owner/Agent will not consider expunged records.

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1. Class A Felonies
2. Class B Felonies
3. Class C Felonies
4. Class A Misdemeanors
5. Class B Misdemeanors

Rejection Policy

If your application has been denied and you feel that you qualify as a resident under the criteria set out above, please place your grievance in writing and send it to:

City Real Estate
121 London Road
Asheville, NC 28803

In the letter, explain the reasons you believe your application should be approved and request a review of your file. Within seven working days of receipt of your letter, your application file will be reviewed and you will be notified of the outcome.