Casa Bandera Apartment Homes
855 E. University Ave.
575-647-0881

Statement of Rental Policy

It is our policy to offer equal housing for all people regardless of race, color, religion, sex, national origin, handicap status, familial status, or any other state or locally protected classifications.

Applicants for apartment homes will be accepted on a first come, first serve basis and are subject to the availability of the particular apartment type requested. "Available" apartments include those for which we have notice that an existing resident intends to vacate on or about a certain date. Circumstances not necessarily under management's control may delay the date of availability of an apartment which management may believe would be ready for a new resident. Whether a particular apartment is available can vary significantly within several hours or days.

To be considered for approval, all adults (anyone 18 and older) **must** fully complete a rental application. Any omissions, errors, or falsifications may result in denial of an application or terminate the right to occupy the apartment. All applicants must be 18 years of age or older to apply.

All applications are subject to approval through an outside Application Processing Agency. Approval/Denial is based on a review of the following criteria:

INCOME: Household income must be approximately three (3) times the monthly rent.

EMPLOYMENT: Applicant must be employed for a minimum of six (6) months, or provide proof of income. Each applicant must provide written proof of income such as check stubs **(**most recent month's required), offer letter written on company letterhead or most recent year's tax record within 72 hours of completing an application. Attending school will be accepted as an alternative to being employed but applicant must still meet criteria with regards to residential history and credit. Students will be required to provide a guarantor to the lease and the guarantor will be required to meet certain requirements.

RESIDENTIAL HISTORY: Any applicant showing a rental debt or eviction will be automatically declined. Favorable verifiable references are required and defined as timely payment history, no violations of management rules, fulfillment of lease obligations, and no record of repeated disruptive behavior, safety, or cleanliness issues for a 12 month period.

CREDIT: A complete credit history from a credit bureau is required. Monthly debt may not exceed 60% of applicant's monthly income. Bankruptcy is acceptable if discharged and debtor's list is provided. All open bankruptcy issues will be cause for denial.

RENTER'S INSURANCE: Proof of Renter's Insurance with $100,000 minimum coverage naming Casa Bandera as additionally insured required prior to lease signing.

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OCCUPANCY: Listed below is the maximum number of occupants per apartment:

One Bedroom	2 occupants
Two Bedroom	4 occupants
Three Bedroom	6 occupants

***People over the age of six (6) months old will be included in the occupancy number for the apartment.**

VEHICLES: Vehicles are limited to a maximum of two (2) cars per apartment or one (1) car per bedroom which ever is greater. All vehicles must be registered with management. Boats, jet skis, recreational vehicles, trailers, & trucks with company logos will not be permitted on the community without management's prior approval

CRIMINAL: Felony convictions and/or convictions of any crimes, including misdemeanors, relating to narcotics, violence to person or property, and any sexual offenses will result in immediate denial of application.

_____		_____	
Resident	Date	Resident	Date
_____		_____	
Resident	Date	Management Representative	Date

* All applications must be accompanied by a holding deposit, administration fee and application fee in order to be processed. Conditions and terms are subject to change at management's discretion. Any deficiency in the above criteria may result in the requirement of additional security deposit, co-signer and/or denial.