

# Orchard Hills Rental Selection Criteria



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5701 Orchard St W

Tacoma, WA 98467

253-473-3459

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This community is an Equal Opportunity Housing Provider and does not discriminate against any person, for any reason whatsoever, including those reasons defined as federal, state, county, and city's protected classes such as: race, color, national origin, religion, sex, handicap, familial status, marital status, sexual orientation, gender identity, age, ancestry, veteran/military, or student status.

**Occupancy Standard** – A maximum of three (3) persons per bedroom with no more than two (2) adults per bedroom are permitted. Adult is defined as a person over the age of 18.

**Age** – Leaseholder(s) must be 18 years or older, including head of household. All occupants 18 years or older are required to complete an application, even if living with a parent or guardian.

**Tax Credit Apartments** - Tax credit apartments are income restricted. All sources of earned and unearned income must be verified in writing. Maximum household income amounts for tax credit apartments may be obtained from the Property Manager or Leasing Consultant.

**LeasingDesk Score** – We use a third party screening service, LeasingDesk, to evaluate each applicant. LeasingDesk assigns a score based on the following factors:

- **Income** – Gross monthly income of household must be 2 times monthly resident paid portion of rental amount. For tax credit apartments, gross annual household income may not exceed the maximum income limit per household size.
- **Rental History** – Applicant must have six (6) months of current consecutive rental history. In a roommate situation, each roommate must have six (6) months of current consecutive rental history. The property manager will obtain landlord verification on an applicant's previous rental history. Landlord cannot be a family member (parent, aunt, uncle, brother, etc.). Applicants with negative housing history will be denied. Applicants with no rental history will be required to pay an extra security deposit equal to the full standard deposit amount for the unit type.
- **Credit Scoring** – The past two years of credit history is evaluated including: collections actions, charge-offs, judgments, open bankruptcies, and foreclosures. Student loan and medical debt are not evaluated. Applicants with unpaid utility accounts or owe money to an apartment community will be denied. Applicants with no credit history will be required to pay an extra security deposit equal to the full standard deposit amount for the unit type.
- **Employment** – Applicant must have six (6) months of current consecutive employment or be retired, a student, or disabled with a verifiable source of income. In a roommate situation, each roommate must be employed or be retired, a student or disabled with a verifiable source of income. Gift letter as a sole source of income is not acceptable.

- **Criminal Background** – Felonies within the past 10 years are cause for rejection. Any misdemeanors within the past 7 years involving assault, burglary, crimes against a person, drugs or weapons are cause for rejection. All sex crimes from any time frame are cause for rejection. Backgrounds for all adult occupants will be checked.
- **Rental and Credit combined** – If “no rental” and “no credit” exist, the applicant may be approved with a deposit equal to one month’s full rent as long as the applicant meets employment criteria.

**LeasingDesk Score Results** - 0-354 Fail, 355-520 Conditional, 521-1000 Pass

**Scoring Applicant Groups** - When scoring groups together, the scoring system will take the lowest individual score and apply it to the group.

**Animals** - A maximum of two (2) domesticated pets are accepted. The following breed and/or mix breeds are prohibited: Akita, American Bull Dog, American Pit Bull Terrier, American or Bull Staffordshire Terrier, Briard, Borzoi Hounds, Bull Mastiff, Bull Terrier, Cane Corso, Chow, Dalmatian, Doberman Pinscher, Dogo, German Shepherd, Great Dane, Great Pyrenees, Husky, Irish Wolf Hound, Komondor, Malamute, Neapolitan Mastiff, Pit Bull, Rottweiler, Scottish Deerhound, Spitz, St. Bernard, Stafford Terrier (sic), Presa Canarios, Shar Pei, Toso Inu and Wolf-Dog Hybrid. Exotic animals and reptiles are not accepted. Additional restrictions may apply. All animals must be photographed by management before approval. A refundable pet deposit of \$150.00 and a pet fee of \$150 per pet is required. It is our policy not to charge a pet deposit or pet fee for support animals. Support animals are not considered pets and are allowed to reasonably accommodate a handicapped leaseholder or occupant.

**Full-Time Students** – Must inform office staff if you were a full time student within this calendar year. Restrictions do apply.

**Violence Against Women Reauthorization Act of 2013** – An applicant may not be denied admission, or be evicted, on the basis that the applicant or tenant is, or has been, a victim of domestic violence, dating violence, sexual assault, or stalking, if the applicant or tenant otherwise qualified for occupancy.

**Rental Rates\*, Deposits, Application Fees:**

APT TYPE	SQUARE FOOTAGE	STANDARD DEPOSIT
1x1 A	612	\$300
1x1 B	676	\$300
2x1	805	\$300
2x2 A	860	\$300
2x2 B	890	\$300
3x2 A	1013	\$300

**\*Rental Rates are listed on the Community’s Rental Information Schedule, which can be obtained from the Leasing office. Because this is a Tax Credit Community, Rental rates may vary due to verified household income. Rental rates are subject to change without notice.**

**Application Fees:** The cost to process a credit and criminal background screening is \$18.00 for each adult applicant.

**How to apply:** Leave appropriate application fee, application deposit and completed required paperwork. Application deposit will be required to hold the apartment. The deposit will be applied to move-in fees at the time of move-in. Application deposit is Non-Refundable after 72 hours.

**I ACKNOWLEDGE THAT I HAVE HAD AN OPPORTUNITY TO REVIEW THE PROPERTY'S QUALIFYING CRITERIA, WHICH INCLUDES REASONS WHY MY APPLICATION MAY BE DENIED, SUCH AS CRIMINAL HISTORY, CREDIT HISTORY, CURRENT INCOME, AND RENTAL HISTORY. I UNDERSTAND THAT IF I DO NOT MEET THE PROPERTY'S RENTAL QUALIFICATIONS OR SELECTION CRITERIA, OR IF I FAIL TO ANSWER ANY QUESTION, OR IF I PROVIDE FALSE OR MISLEADING INFORMATION, THE PROPERTY MAY REJECT MY APPLICATION, RETAIN ALL APPLICATION FEES, AND THE DEPOSIT AS LIQUIDATED DAMAGES FOR ITS TIME AND EXPENSE, AND MAY TERMINATE MY RIGHT OF OCCUPANCY IF I HAVE ALREADY TAKEN POSSESSION OF A RENTAL UNIT AT THE PROPERTY.**

\_\_\_\_\_ Date \_\_\_\_\_  
Applicant Signature Date Applicant Date

\_\_\_\_\_ Date \_\_\_\_\_  
Property Representative Date