

QUALIFICATION STATEMENT



Birch Hill Apartments

115 Featherdown Way
Phone: (828) 333-4220

Asheville, NC 28806
Email: manager@birchhillavl.com

Credit and Criminal Policy: See attachment regarding applicant screening through CoreLogic, an applicant screen service. We accept co-signers for lack of income ONLY; they must pass the criminal and credit checks. Co-signer income MUST be 5 times the rent. Subletting and Airbnb's not permitted.

AGE REQUIREMENT:

A person must be at least 18 years of age to enter into a lease agreement with this company.

DOCUMENTATION REQUIRED AT APPLICATION:

All household members 18 years and older must complete an application, present state/federal-issued identification. Applicants without a social security number: In lieu of a social security number to verify credit and criminal status such applicant may be approved with verification of employment and income. A valid passport, U.S. or Foreign, or other government photo ID, and a valid work or student visa is required.

EMPLOYMENT:

All applicants must be gainfully employed, verifiable through their company's personnel office, or have proof of adequate income from other sources: 3 most recent pay stubs, recent offer letter, government issued award letter (student loans/grants/awards not accepted), tax documents dated in the last 90 days, employer verification letter. The applicant's income must be approximately three (3) times the amount of the market rent. If the applicant is self-employed, a verifiable tax statement from the last 90 days showing earnings from the previous year must be available.

ROOMMATES:

Each person 18 or over, residing in the home must complete an application and pay an application fee. The combined gross income of all roommates must equal three (3) times the rent. Each roommate will be required to pass the background and credit check.

(NO PARTIAL PAYMENTS ACCEPTED AT ANY TIME DURING LEASE TERM)

DEPOSIT, FEES, AND DISCOUNT INFORMATION: *WE DO NOT ACCEPT CASH:* (Application/Administrative fees are due at time of application)

Application Fee	\$50 per person 18 and over (Non-refundable)
Administration Fee	\$175 in total – Refundable within 72 hrs
Security Deposit	\$250 with approved credit or up to a full month's rent with credit conditions
Pet Fee	\$350 for first pet, \$150 for additional pets – Maximum of three pets allowed. - Breed restrictions applied.
Required Liability Insurance	\$15 monthly or you may opt to have Liability Insurance through your own insurance company
Preferred Employer Discounts	Please see the office staff for our Preferred Employers Program details.

RENTAL RATES AND AVAILABILITY:

Rental Rates are subject to change without notice. Availability for apartments is on a first come, first served basis. Apartments are considered reserved once all applications, application fees and the administration fee has been paid for the apartment home.

PET POLICY:

BREED RESTRICTIONS APPLY: Breed Restrictions include, but are not limited to: German Shepherd, Chow, Pit Bull, Rottweiler, Doberman, Staffordshire Terrier, or any mix thereof. We reserve the right to restrict any pet. No aggressive pets will be permitted. Meet and greet is required prior to move-in. We allow dogs and cats with a weight limit of **75 pounds at maturity**. Maximum 3 pets. Must have all current vaccinations/records required plus a photo verification. Residents are responsible for any damage to the interior or exterior of the apartment. The Pet Fee does not cover damages to the interior or exterior of the apartment. Residents are responsible for any damages or waste from pets in common areas of the apartment community and are required to obey all city, county, and state laws. Small fish tanks under 10 gallons.

VEHICLE POLICY:

Parking spaces in the community require a resident parking pass. 1 parking pass per licensed leaseholder will be issued upon move-in. Maximum of 2 passes issued per apartment.

LEASE TERMS/CLAUSES:

12-month leases are offered. After the lease expires, Month to Month leases is available but are subject to paying market rent plus an additional fee. A FULL SIXTY (60) DAY **WRITTEN** NOTICE IS REQUIRED WHEN MOVING OUT. WE DO NOT ACCEPT VERBAL NOTICE TO VACATE.

EARLY LEASE TERMINATION

To terminate a lease before the expiration date, the resident is required to give a full sixty (60) day written notice. The resident is responsible for the rent for the entire 60 days. An Early Termination Settlement is negotiated, and a fee agreed upon by both resident and management will be due to management. This fee will cover liquidated damages.

RENT:

Rent is due on the 1st day of each month. If rent is paid after the 5th day, a late fee of 5% of the rent is charged and must be paid by CASHIERS CHECK OR MONEY ORDER. If rent is not paid by the 11th of the month, eviction proceedings will be started with our attorney.

OCCUPANCY:

In keeping with approved housing, the occupancy of a one bedroom is limited to (2) person. The occupancy of a two bedroom is limited to not more than (4) persons.

Applicant's Signature Date

Applicant's Signature Date

Applicant's Signature Date

Applicant's Signature Date

Guarantor's Signature Date



FOR OFFICE USE:

Apartment assigned Date

Move-in Date Expiration Date

Date approved Mgr initial

Date lease signed