

**RIVER OAKS MANAGEMENT
REQUIREMENTS FOR LEASING AN APARTMENT**

- 1- MUST BE EMPLOYED AT LEAST ONE (1) YEAR AT CURRENT JOB.
- 2- MINIMUM INCOME OF THREE (3) TIMES MONTHLY RENT.
- 3- TWO (2) OPEN CREDIT REFERENCES
- 4- CURRENT AND PREVIOUS RENTAL HISTORY.
- 5- CRIMINAL HISTORY BACKGROUND CHECK ON ALL ADULT OCCUPANTS.
- 6- NO CO-SIGNERS.

DOCUMENTS REQUIRED AT TIME OF APPLICATION

- 1- TWO (2) MOST CURRENT PAY CHECK STUBS
- 2- CURRENT PHOTO I.D.
- 3- ACCOUNT & PHONE NUMBERS OF CREDIT REFERENCES
- 4- LANDLORDS NAMES & PHONE NUMBERS, BOTH CURRENT & PREVIOUS.
- 5- \$40.00 APPLICATION FEE (MONEY ORDER ONLY) NON-REFUNDABLE.

Please refund your application with the required documents. Applications will not be processed until they have been completed in full and submitted with all with the required documentations and application fee. All information submitted will be verified during the application process. Falsifying information on an application will result in immediate disqualification. All occupants of the apartment must be included on the application. No one can be added to the lease before going through the application process.

Roommates wishing to be listed as Lessees on the Lease, will each be required to complete an application. Each roommate must qualify independently of the other(s).