General Requirements and Qualifications

The rental application has been designed to allow for a thorough background check on all prospective residents. An application must be submitted on each resident 18 years of age or older.

I. Rental/Mortgage History

Present and previous residence may be verified for all applicants and proposed occupants. We must obtain verification of a satisfactory rental history, which includes timely rent payments, proper notice of cancellation or non-renewal, no outstanding balances, or history of lease violations. Any money owed to a previous landlord or management company must be paid in full. If any applicant (s) owe any monies to previous landlord or management company, the application will automatically be denied. The head of the household must be 18 years or older and physically occupy the apartment home and meet all criteria.

II. Applicant Credit Screening

We use a third-party screening to verify and evaluate all applications for residency. The third-party screener will evaluate information provided with a scoring model that is uniform, fair, and unbiased for all applicants. Once the third-party provider evaluates all the information, a recommendation will be given on whether the applicant meets the criteria set forth for all new residents in order to be approved for residency. If the application is denied, you will receive specific contact information from the third-party provider to which any questions can be directed. A complete investigation of credit history of each applicant will be made and will require a satisfactory rating.

- **Bankruptcies must be discharged. An active or open bankruptcy will not be accepted.**
- **Any applicant with a negative check writing report will be required to make all payments in certified funds only.**
- **If an additional security deposit is required based on the recommendation provided to us by our third-party screener, then deposit will need to be paid in certified funds within 48 hours of notification.**

III. Criminal Background Check

We perform criminal background checks in accordance with applicable federal and state laws. Your signature authorizes us to check not only your credit history, but also your criminal history. You will be required to answer questions on the application stating whether you have been convicted or arrested of a crime; and, if so, what the crime was, when and where it occurred, and the disposition of that charge. Any unsatisfactory criminal background check revealing a serious charge including, but not limited to, conviction of a felony or deferred adjudication of a felony will result in denial for your application. However, not all crimes disqualify you from living at the community. Crimes that result in denial of residency are those which pose a serious threat to the health, safety, and welfare of persons living and working in our community. Your application for residency will be rejected if a criminal background check reveals serious charges, including but not limited to: a listing as a sexual predator or offender, any felony conviction, pending felony charges, guilty pleas of any felony, or any of the following misdemeanors: burglary, attempted burglary of a vehicle, attempted theft of a person, attempted theft, criminal mischief, unlawful carrying of a weapon, pornography, physical assault, sexual assault, enticing, injury to or obscenity with a child, drug related charges, cruelty to animals, forgery terror threat, obscenity, indecent exposure and/or sexual molestation, etc. Please note this is only a partial list. Our ability to verify criminal history is limited to the information made available to us by the third-party screener.

IV. Photo Identification

We use a third-party screening to verify identification. A government issued ID is required. By verifying your identity, you are confirming that you have a valid ID and that your personal information is correct and up to date.

Acceptable forms of ID:
Driver's License
Passport
ID Card

Unsupported Documents:
Birth Certificate
US Military ID
Paper temporary ID

V. Occupancy requirements

Studio	No more than two occupants
One Bedroom	No more than three occupants
Two Bedroom	No more than five occupants
Three Bedrooms	No more than seven occupants
Four Bedrooms	No more than nine occupants

*A minor is considered an occupant once they reach the age of 2.

VI. Pet Restrictions

Billingsley has a two animals per unit limit. Only cats and dogs are permitted. We do not authorize any reptiles, birds, or exotic breed of animals or the following breed of dogs to live on the property: Rottweilers, Pit Bulls, Chows, Dobermans, Staffordshire Terriers, Bull Mastiffs, Cane Corso or Wolf Hybrids and/or any mixed aggressive breeds.

We use a third-party service, PetScreening, to ensure all applicants understand how to adhere to the property's pet and animal policies, even if you do not have a pet or animal. All applicants must complete a Household Pet, No Pet, or Support Animal Profile.