

Criteria for Tenancy

We welcome all applicants and support the precepts of equal access to housing. We will not refuse access to any housing, accommodation, or other interest in property or otherwise discriminate against an applicant on the basis of age, sex, race, religion, marital/familial status, physical or mental handicap, color, creed, ethnicity, national origin or sexual orientation.

GENERAL REQUIREMENTS & INFORMATION

1. Positive picture ID will be requested at the time you submit your application for processing.
2. Each person over the age of 18 years who intends to reside in the subject Dwelling Unit must submit a separate Rental Application.
3. *Each applicant must qualify **SOLELY AND INDIVIDUALLY**.*
4. Application must be **completely** filled out and **signed**.
5. Application Fees must be paid prior to processing the rental application; Checks made payable to **Cottage Park Rentals** in the amount of **\$50 per person**. This covers the cost of processing your application and obtaining your credit report.
6. We make every effort to process applications within 24 – 48 hours of submission; however processing can take several days due to inability to contact previous/present landlords, employers and other references.
7. We will make a reasonable attempt to contact previous and present landlord(s) submitted by Applicant; however, the ultimate responsibility for supplying this information to us lies with the Applicant. We reserve the right to decline tenancy on the basis of our inability to contact the references provided.
8. Feel free to check on the status of your application if you have not received a response within the 48 hours of submission.
9. The security deposit, last month's rent and first month's rent must be paid by cashier's check or money order.
10. A security deposit will not be accepted until the rental application is approved.
11. There is **no smoking** allowed in any Cottage Park rental. **Smokers need not apply.**
12. Pets are allowed in these rentals only with express permission of property manager.

45 King St
Asheville, NC 28804
828-232-2029
828-254-3572 Fax

RENTAL REQUIREMENTS

1. Two years or more of verifiable residence history from a third-party landlord required. (Exceptions *may* be made in the case of home ownership.)
2. Three (3) or more 3-Day Notices within a 12 month period will result in denial
3. Two (2) or more NSF checks within a 12 months period will result in denial
4. Rental history reflecting any unpaid past due rent will result in denial
5. Rental history reflecting any property damage or disturbance will result in denial.

AUTOMATIC DENIALS

1. Any felony offense which has taken place within the last ten (10) years will result in denial
2. Any collection filed by a property management company or landlord will result in denial.
3. Any applicant with unlawful detainer action or eviction within the past three (3) years will be denied

INCOME REQUIREMENTS

1. Monthly income must equal at least three (3) times stated monthly rent. No cosigners.
2. If self-employed, you are required to provide proof of income from bank statements and tax returns.
3. If you are not self-employed please supply a copy of your last 2-paycheck stubs or a copy of your tax return.

EMPLOYMENT REQUIREMENTS

1. Verifiable employment is required.
2. If unemployed and unable to verify the income necessary to pay rent, applicant will be denied.
3. Self employed individuals must be verified through the state or tax returns or bank statements.

CREDIT REQUIREMENTS

1. Good credit is required.
2. Outstanding bad debts being reported on credit report of more than \$100.00 but less than \$1000.00 may be accepted with proper explanation and proof.
3. Excessive collections will result in denial.
4. Outstanding debt to property management or landlord will result in denial.
5. Any applicant with a bankruptcy not showing as discharged will be denied until shown otherwise.
6. After a bankruptcy has been discharged, applicant must show six (6) months of positive established credit.

RETURNED CHECKS

If any check given by applicant to Cottage Park Rentals, for the payment of the application fee under the Application Agreement, is returned for insufficient or held funds, our agent, CybrCollect, will debit your checking account electronically for the face amount of the check PLUS the \$25 maximum fee allowed by North Carolina law. This policy allows us to resolve the problem without reporting you to a credit bureau and harming your credit rating. The transaction will appear on your bank statement.

If CybrCollect is unable to resolve the problem you will be reported to a credit bureau, possibly affecting your credit rating.