



**COLDWELL BANKER**  
SUNSTAR REALTY, INC. - MORRIS REALTY, INC.

## **PROPERTY MANAGEMENT SEASONAL RESIDENT SELECTION CRITERIA-SPK**

**COLDWELL BANKER SUNSTAR/MORRIS DOES BUSINESS IN ACCORDANCE WITH THE FAIR HOUSING LAW, AND DOES NOT DISCRIMINATE AGAINST ANY PERSON BECAUSE OF RACE, COLOR, SEX, HANDICAP, FAMILIAL STATUS OR NATIONAL ORIGIN.**

### ***APPLICATION REQUIREMENTS***

1. All Adult applicants 18 or older must submit a fully completed, dated and signed residency application along with a non-refundable \$35.00 application fee for each adult. The application fee must be paid by money order, cashiers check or Visa/MasterCard credit card. Applicant(s) must provide proof of identity. Applicant(s) may have to pay an additional fee or an additional security or damage deposit.
2. Each occupant age 18 and older shall be required to comply with the terms and conditions of this Resident Selection Criteria and subject to the application process.
3. The number of occupants must be in compliance with HUD standards/guidelines for the unit.
4. All vehicles and water filled furniture must be disclosed.
5. All units are non-smoking. Pets are not allowed.
6. 25% rental deposit due upon lease signing. Balance of rent and fees (security, cleaning deposit and 12% sales tax) due 60 days prior to arrival.
7. 12% sales tax due for each month of rental period if six months or less.

### ***BASIC TENANT QUALIFYING GUIDELINES***

1. No judgments, evictions or open bankruptcies. Not more than two (2) instances of slow pays within the past three years. If any of these items are included in the reporting service report, the application may be denied.
2. Criminal records must contain no convictions for felonies and no sexual offenses ever. In the event a record comes back "adjudication withheld" further documentation may be required and applicant may be denied on this basis.
3. Tenancy may be denied if a claim against security deposit has been made previously by Coldwell Banker Sunstar Realty, Inc.