

RESIDENT SELECTION AND OCCUPANCY CRITERIA



San Pedro Terrace

The community you have applied for residency at uses the same selection procedures for ALL applicants without regard to race, religion, creed, sex, color, age, familial status, national origin or handicap.

An applicant must first qualify within the income guidelines established by HUD and/or the Low-Income Housing Tax Credit Program for the type of program herein offered. The applicant will be notified in writing whether or not they do or do not qualify for housing within our community.

Application Processing:

Selection criteria include but are not limited to:

- Rental Application must be completed and signed by all adult household members;
- All adult household members must provide a picture I.D. and Social Security card; An Alien Registration Card is required for potential residents, if not U.S. citizens;
- Verifications of all income and assets for ALL adult household members;
- Prior Rental History (2 year period);
- Established credit references which may be checked by site managers or outside agencies such as retail merchants. Having no established credit may, but does not absolutely result in, disqualification;
- Criminal history reports (ALL applicants 18+ must undergo criminal background checks), including Sex Offender background data;
- Completed Income & Asset Questionnaire form for ALL adult applicants;
- Personal information necessary for contacting applicant;

Some reasons for rejection of an application include, but are not limited to:

- False information on an application or any other form used to determine eligibility;
- A record of unfavorable past performance from a prior landlord of non-compliance of rightful obligations, including late rent, damages and/or failure to comply with the annual recertification process; evictions within the past **three (3) years**;
- ALL felony arrests/convictions for past four (4) years, or misdemeanors involving illegal drugs or paraphernalia for the past four (4) years, all other violent misdemeanors two (2) years;
- Any household member listed as a “Sex Offender” within the United States;
- A record of property destruction;
- A record of poor living or housekeeping habits, including the creation of fire hazards, hoarding of litter, damages to premises or equipment, etc.;
- History of criminal activity involving crimes of physical violence to persons or property, or a record of other criminal acts which could adversely affect the health, safety or welfare of other residents.

Occupancy Standards*:

- One Bedroom: Maximum 3 persons at time of move-in;
- Two Bedroom: Maximum 5 persons at time of move-in;
- Three Bedroom: Maximum 7 persons at time of move-in;
- Transfers to larger/smaller units may occur when family size changes during occupancy, or if medical needs change to justify relocation to another unit (Reasonable Accommodations). No transfer shall be approved if the household has repeated and/or past-due rents.

***Occupancy Standards may be waived if no other unit size is available at the time of application and must be pre-approved by a representative of FHR Residential Management.**