



## RENTAL REQUIREMENTS

The information you provide on the application plays a big part of approval or disapproval of the application. Please make sure you review the following before you turn in your application.

1. You must be able to show verifiable income of three times the monthly rent. Employed individuals must provide W-2's or Pay Check Stubs. Self Employed individuals must provide the most current tax return. We do accept Housing Choice Voucher Programs. You must be able to show verifiable income of three times your portion of the monthly rent or \$1500 minimum income, whichever is greater.
2. Credit History must be acceptable with ***no rental judgements, no rental collections, and no evictions.*** We do not accept any bankruptcies that are less than 1 year from discharge date.
3. Rental History must be verifiable (current or past) with no evictions, no complaints and good payment history.
4. Maximum occupancy of two persons per bedroom, plus one person.
5. Rottweilers, Pit-Bulls, Chows, or Cats are not allowed. Assistive Animals are welcome and must be disclosed with proper documentation.
6. The application fee is \$70 per person that is applying. The application Fee is Non-Refundable and can be made payable by cash or money order.
7. If approved, the Security Deposit is due immediately, payable in Cashiers Checks or Money Orders. The Security Deposit is Non-Refundable until the lease is signed and tenant takes possession of the property. At that time, the security deposit becomes a refundable deposit as outlined in the lease. The first month's rent or any prorated rent must be paid in the form of a Cashier's Check or Money Order at lease signing. Property remains available until deposit is paid.
8. A free copy of the Landlord Tenant Act is available at [www.housing.az.gov](http://www.housing.az.gov)
9. Fair Housing Policy- It is unlawful and a violation of company policy to discriminate against any person based on race, color, religion, sex, national origin, familial status, or disability, to refuse to show, rent, negotiate or otherwise make unavailable any rental unit.
10. The application must be signed in front of an H & H Management, Inc. agent or you may have it notarized. A copy of a valid government picture ID is required.
11. You must maintain renters insurance throughout your lease, with H & H Management Inc. listed as an Interested Party.
12. When you move into the property, it is your responsibility to verify the smoke detectors are operational and to maintain fresh batteries throughout your lease term. If you find one is malfunctioning, please call our office and place a work order to have them looked at.

X \_\_\_\_\_  
APPLICANT SIGNATURE

\_\_\_\_\_  
DATE

