

STEVENS COMMUNITY

in the village

128 EAST 18TH STREET

MINNEAPOLIS, MINNESOTA 55403

(612) 870-8010

Rental Criteria

1. Applicants shall be 18 years of age or older.
2. Applicants shall have a valid State I.D., driver's license, or student I.D.
3. Applicants shall provide two (2) concurrent recent years of housing history. Information provided will be verified and must be satisfactory.
4. Applicant's gross monthly income shall be equal to or greater than 3.0 times rent.
5. Applicant's credit shall preferably possess no collection, civil judgment, or profit and loss accounts. *Medical accounts, student loans and foreclosures shall be reviewed separately and may be excluded.*
6. Applicants shall have no unpaid unlawful detainers or evictions within the past one (1) year.
7. Immediate denial for having a misdemeanor under one (1) year, gross misdemeanor under five (5) years and felony under ten (10) years.
8. Arrests, charges or convictions that represent harmful or threatening behavior towards another individual or organization, sex crimes or prostitution will be immediately denied regardless of date of occurrence.
9. It is grounds for immediate denial if the information provided by the applicant is found to be inaccurate, incomplete or falsified.

Stevens Community Associates follows the guidelines set by the Minnesota Crime Free Multi-Housing Program, Minneapolis City Ordinances and Minnesota Statutes in determining eligibility for housing.

Revised 11/22/2013

Application criteria continued.

Valid State ID

Exception may be made if applicant is a student and can provide a current state ID, driver's license, or student ID from a local college. If moving from out of state, applicant must provide receipt of new state identification within 7 days of move in.

Rental History

Any break in time between rental references must be explained by applicant and verified. Rental history from verifiable property management companies will be accepted.

Income

All income must be verifiable, but not limited to: student financial aid, self-employment income, SSI, RSDI, etc. If applicant is moving to the metro area and has not gained employment they may pay a double security deposit or Co-signer.

Unlawful Detainers & Evictions

Unlawful detainers filed for non-payment of rent may still qualify for housing if balance has been paid in full and we receive a satisfactory rental reference.

Credit Check

Applicant's credit history shall possess no collection, civil judgment, or profit and loss accounts.

Co-Signers

A co-signer shall have a minimum gross annual income of \$35,000 and satisfactory credit as outlined above.

Criminal

Criteria for rental are based on criminal charges and/or convictions. All criminal history will be considered active until sentences are completed.

STEVENS COMMUNITY

in the village

128 EAST 18TH STREET

MINNEAPOLIS, MINNESOTA 55403

(612) 870-8010

APPLICATION

Welcome to Stevens Community Apartments owned by Stevens Community Limited Partnership and managed by DKC Properties, Inc. All prospective applicants wishing to lease an apartment must complete both sides of this application. Approval of this application will be based on comments from former landlords regarding past housing/rental history including payment history, cooperation with house rules and leases, housekeeping habits and previous evictions. Your application may be denied if you receive unsatisfactory housing/rental references, have poor credit history, falsify any information on this application or do not complete this application in its entirety.

Please read each question. Then circle YES or No *after* each question.

Have you ever had an unlawful detainer filed against you and/or ever been evicted from a residence?

YES NO

Have you ever been arrested, charged, and/or convicted of a Misdemeanor, Gross Misdemeanor, or Felony?

YES NO

Are you currently an illegal user of a controlled substance?

YES NO

Please read each statement. Then place your initials *before* each statement.

_____ I have read and fully understand the criteria for rental.

_____ You must place a minimum of \$100.00 towards the security deposit as a holding guarantee and pay an application fee of \$35.00 per applicant. (Application fees are non-refundable)

_____ If you **cancel** this application at any time after you have submitted this application your holding guarantee will not be refunded.

_____ If your application is denied your holding guarantee will be refunded to you within 7 days from the date that you were notified of the denial.

_____ If you are notified that your application has been approved you must sign your lease agreement and pay the balance of your security deposit within seven days your application will be considered canceled by you and you will forfeit your holding guarantee.

_____ Applications that require more than seven days to process will be denied.

STEVENS COMMUNITY

in the village

128 EAST 18TH STREET

MINNEAPOLIS, MINNESOTA 55403

(612) 870-8010

Housing/Rental History

Stevens Community requires a minimum of two recent and continuous years of housing and/or rental history. Please fill in information accurately and completely. Thank you.

Please Print Legibly Using Blue Ink

LAST NAME	FIRST NAME	MIDDLE INITIAL	TELEPHONE #
SOCIAL SECURITY #	DATE OF BIRTH	E-MAIL ADDRESS (OPTIONAL)	
PRESENT ADDRESS	DATE MOVED IN	MONTHLY PAYMENT	COMPANY/CONTACT
STREET			
CITY APT. #	DATE MOVED OUT	COMPANY PHONE #	COMPANY FAX #
STATE ZIP			
PREVIOUS ADDRESS	DATE MOVED IN	MONTHLY PAYMENT	COMPANY/CONTACT
STREET			
CITY APT. #	DATE MOVED OUT	COMPANY PHONE #	COMPANY FAX #
STATE ZIP			
PREVIOUS ADDRESS	DATE MOVED IN	MONTHLY PAYMENT	COMPANY/CONTACT
STREET			
CITY APT.#	DATE MOVED OUT	COMPANY PHONE #	COMPANY FAX #
STATE ZIP			

STEVENS COMMUNITY

in the village

128 EAST 18TH STREET

MINNEAPOLIS, MINNESOTA 55403

(612) 870-8010

Employment/Income

PRESENT EMPLOYER 1		START DATE	POSITION	CONTACT PERSON
EMPLOYER NAME				
CITY		END DATE	WAGE	EMPLOYER PHONE #
STATE	ZIP			EMPLOYER FAX #
PRESENT EMPLOYER 2		START DATE	POSITION	CONTACT PERSON
EMPLOYER NAME				
CITY		END DATE	WAGE	EMPLOYER PHONE #
STATE	ZIP			EMPLOYER FAX #
OTHER INCOME – PLEASE INCLUDE SOURCE, AMOUNT, AND PROVIDE VERIFIABLE DOCUMENTS				
<p>I HAVE READ AND UNDERSTAND BOTH SIDES OF THIS APPLICATION AND SWEAR THAT ALL STATEMENTS ARE TRUE AND CORRECT AND THAT THIS APPLICATION MAY BE VERIFIED FOR ACCURACY BY A CONSUMER-REPORTING AGENCY OR BY THE OWNER OR AGENT.</p> <p>I FURTHER AUTHORIZE THE RELEASE OF INFORMATION NEEDED TO VERIFY THE INFORMATION I HAVE PROVIDED ON THIS APPLICATION.</p>				
SIGNATURE OF APPLICANT				DATE
FOR OFFICE USE ONLY				
AGENT NAME			APT. APPLIED FOR	
MONTHLY RENT			SECURITY DEPOSIT	

STEVENS COMMUNITY
in the village

128 EAST 18TH STREET

MINNEAPOLIS, MINNESOTA 55403

(612) 870-8010

Information Disclosure Authorization

To Whom It May Concern:

I hereby authorize Stevens Community Associates to obtain, for verification purposes, information concerning:

Please read each statement. Then place your initials before each statement:

_____ Employment history: start and termination dates, income, hours worked/
pay period

_____ Housing/Rental History: inclusive of but not limited to dates, payment history,
noise complaints, unlawful detainers filed, etc.

_____ Credit and mortgage loan rating: opening dates, payment amounts, payment
history, payment balances, etc.

The information is for the confidential use of Stevens Community Associates in determining my eligibility, credit and/or rental, for an apartment lease.

I agree that a photographic copy or facsimile transmission of this information disclosure authorization shall be deemed to be the equivalent of the original and may be used as a duplicate original. I authorize said use and request that such a copy be honored fully for up to one year from the date of my signature below.

Thank you.

Name Printed: _____

Signature: _____

Date: _____