



*Welcome to
Sagamore Hills*

Phone: (860)344-8815

Fax: (860)346-9215

Please read and sign the Qualification Guidelines before completing the rental application. Credit and criminal background checks are processed on every applicant therefore, each person is required to fill out a separate application.

A *non-refundable application fee* of \$50 per applicant and a \$65 fee for married applicants is payable upon submittal of application. A holding deposit of \$100 is required to reserve an apartment and will be applied to your security deposit upon move-in. Application fees and holding deposits must be left in separate checks. The holding deposit is non-refundable after seventy-two hours.

*A one-time \$250 non-refundable amenity is fee due upon move-in which covers the full use of the amenities.

Specific terms are required when adding on to a lease.

We look forward to your residency at Sagamore Hills!



Tarragon Management, Inc. Qualification Guidelines

Welcome to Sagamore Hills Apartment Homes. Tarragon Management, Inc. is pledged to the letter and the spirit of the U.S. Policy for the achievement of Equal Housing Opportunity throughout the nation. It is the policy of Tarragon Management to adhere to the Fair Housing Act, which prohibits discriminatory housing practices, based on race, color, religion, sex, handicap, familial status, or national origin.

Please note these are the current rental criteria and nothing in these requirements shall constitute a guarantee or representation by our community that all residents and occupants currently residing in our community have met these requirements. There may be residents and occupants that have resided here prior to these requirements going into effect; additionally, our ability to verify whether these requirements are met is limited to the information we receive from various resident reporting services.

Rental Criteria:

- A rental application must be completed for each individual age eighteen (18) or over, OR by a combined credit couple, including guarantors if required. A fee of \$50.00 per application will be due prior to processing any application.
- Applicant(s) combined gross monthly income must be verifiable and meet or exceed 2.5 times the monthly rent, OR a guarantor/co-signer must be included in the application.
- Applicants must have verifiable employment and/or income history. Self-employed persons must provide a copy of the prior year's tax return. Unemployed applicants must provide documentation regarding sources of income, e.g. – social security, pension, savings, interest, or provide a guarantor/co-signer that meets the guarantor/co-signers qualifying standards below. Copies of all documentation will be retained in the lease file.
- Applicants must have a verifiable rental/mortgage history. Applicants with negative resident history-outstanding debt to an apartment community/landlord or eviction from apartment community/landlord – will be denied. Guarantors/co-signers cannot be a substitute for this requirement.
- Applicants must have a favorable credit history. Favorable credit history is no credit or more positive credit than negative. All outstanding obligations will be considered. Any applicant with an unfavorable credit history will be denied, or must provide a guarantor/co-signer that meets the guarantor/co-signers qualifying standards below.
- Guarantors/co-signers must meet all of the above qualifications and must have at least six (6) times the monthly rent of the apartment being applied for. The guarantor must physically sign the lease either in the office or in front of a notary.
- Any applicants who have been determined to have criminal conviction or current indictment for possession, sale, manufacture or distribution of controlled substances, prostitution, theft, burglary, felony, fraud, or for any crimes involving firearms, weapons or crimes against persons or property will be denied residency and occupancy. In the event a record comes back "adjudication withheld", "nolle prosequere", or "adjudication deferred", further documentation may be required and applicant may be denied on this basis. Guarantors/co-signers cannot be a substitute for this requirement.
- If you are a participant in the Section 8 Housing Choice Voucher Program or have any other lawful source of income in which you would have a rental subsidy, the landlord in considering your rental application shall determine whether you have sufficient income to pay your portion of the rent plus any other obligations reasonably associated with the tenancy.

Management reserves the right to add or delete any or all of the above guidelines and qualifications.

I have read and understand the Guidelines and Qualifications for Sagamore Hills Apartments.

Prospective Resident (s)

Date

Prospective Resident (s)

Date