

MAGNOLIA SUITES RENTAL APPLICATION POLICY

1. We require a complete signed application for each adult. We charge no application fee.
2. It is the policy of Magnolia Suites to provide equal opportunity in housing. We comply with all federal, state, and local laws prohibiting discrimination. In short, we rent without regard to anyone's race, color, national origin, ancestry, religion, marital or family status, pregnancy, sex, age, physical disability, sexual orientation, current place or residence, or any other arbitrary basis. The selection criteria will be maintained in compliance with the Affirmative Fair Housing Marketing Plan for Magnolia Suites. If you have any questions regarding rental policies, the Manager or the following agencies will provide you with information on fair housing laws.
U.S. DEPT. OF HOUSING + URBAN DEVELOPMENT; 777 12th St., Sac. 95814 (tel: 551 1367)
STATE DEPT. OF FAIR EMPLOYMENT + HOUSING; 2000 "O" St #120; Sac. 95814 (tel: 445 9918)
HUMAN RIGHTS/FAIR HOUSING COMMISSION; 1112 "I" Street #250; Sac.95814 (tel: 444 6903)
3. The operation of this property is regulated by the Sacramento Housing & Redevelopment Agency: There is a copy of SHRA Regulations in the office. SHRA requires residents to give information about, and certify their income and family size initially and then every year after that.
4. An "available" apartment may be vacant, or one that has been noticed for move-out but is still occupied. However we cannot guarantee when an available apartment will be ready.
5. Present employment for not less than six months. If you have been employed for less, the Manager may re-consider your application with a written letter from your employer.
6. Applicants monthly gross income will be verified, and must be at least 2 times the amount of rent. Co-applicants must also qualify. This standard will not apply to applicants with "Housing Assistance Payment" contracts from governmental sources.
7. Applications must be complete including proof of income, and verifiable references for at least three years of residence history. Incomplete applications will not be processed. Applicants authorize Magnolia Suites to investigate including but not limited to: credit report, income sources, public records, property managers, neighbors, and the condition of your present home. We may inquire about:
 - *performance in meeting financial obligations, history of delinquent payments.
 - *records of any criminal conviction(s) by you or other family members involving physical violence to people or property, other criminal acts that would adversely affect the health, safety, or welfare of others, including the use, manufacture, or sale of illegal drugs.
 - *unsanitary or hazardous housekeeping habits;
 - *reported history of behavior or problems that disrupted the life, safety, or welfare of others by violence, negligence, or irresponsibility that damages the equipment or premises, or which seriously disturbs neighbors or disrupts family and community life.
8. Negative or insufficient findings, or any unlawful detainer actions or evictions will cause the application to be rejected.
9. All family /household members and animals must be present for an interview with the Manager.
10. In event of multiple applications, the Manager will select the first one qualified.
11. Completed applications will be held on a waiting list for 6 months. Applicants may renew for another six months without charge by written notice to the Manager.
12. If your application is accepted, you will be invited to consider either a lease of up to one year, or a month to month rental: it's your choice. This choice makes no difference in the rent. First month's rent + security deposit are payable by cashier's check or money order, no cash.

revised June 18, 2013