

Applicant Qualification Criteria

Little Rock Family Housing  
101Arkansas Blvd  
Jacksonville AR, 72076  
501-983-9044  
501-983-9021



All applicants will be approved on the following basis:

1. Applicant must be of legal age, eighteen (18) years or older. Everyone who is residing in the apartment and is over the age of 18 must submit an application.
2. Management requires a valid Driver’s License, Military ID, or may require two other forms of ID. Management reserves the right to require additional forms of identification.
3. If applicant cannot provide a social security number, applicant must provide proof of foreign citizenship (limited to work permit, a work or student visa, birth certificate and proof that the applicant’s residency in the United States has not exceeded 90 days.
4. Must present 3 of the most recent paycheck stubs from current employer or social security checks. If starting a new job, a letter of employment acceptance is required.
5. Applicant with little or no income can satisfy the income standard by proving that they possess liquid assets equal to 2 years of rental obligation.
6. Applicant must submit to a credit check and be in good credit standings within the past 3 years. If not in good credit standings, the result may be cause for ejection.
7. Applicant must not have filed Chapter 13 or any other form of bankruptcy within the past (2) years. Proof of discharge may be required. Applicants with negative history after the filing of bankruptcy will be automatically denied.
8. Applicant must not have an unsatisfied eviction proceeding.
9. Applicant must not have an unsatisfied utility collection.
10. Gross monthly income must equal 3X the market rent (not reduced or promotional rent) for all applicants. The monthly rent qualifier for a guarantor is 5.0 times the market rent. Income qualifier is based on gross monthly income without commissions, tips or child support.
11. A guarantor is required for a full-time student whose sole income is from a parent.
12. Applicant must submit to a criminal background check. Applicant may be rejected based on results.
13. No personal checks accepted. All monies due at move-in will be in certified funds made payable to: HPC
14. Must observe the following occupancy standards:
  - (1)Bedroom apartment: Maximum of Two (2) occupants
  - (2)Bedroom apartment: Maximum of Four (4) occupants
  - (3)Bedroom apartment: Maximum of Six (6) occupants
  - (4)Bedroom apartment: Maximum of Eight (8) occupants
15. 2 separate payments will be made at the time of the application in the form of certified funds made payable to: HPC
16. 1. Upon applying applicant is required to pay a \$40 non-refundable application fee in certified funds made payable to: HPC per applicant/co-signer or married couple.
  2. There is a One (1) month security deposit, could be more if credit report shows with higher conditions.

Please note that if payment is submitted at the time of the application, it will be deposited immediately and if denied or customer cancels within 72 hrs. refund will be given within 30 days of cancellation.

By signing below, applicant(s) acknowledge(s) that their lease application will be approved or rejected on the basis of the above information. Falsification of any information on the lease application will result in immediate rejection. Applicant(s) also agree(s) to submit any documentation necessary to complete the lease application within twenty-four (24) hrs. of the application date. All information must be verifiable.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Leasing Specialist’s Signature

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Leasing Specialist’s Signature