



## Deemer's Landing Leasing Guidelines

- 1) APPLICATION PROCESS IS BASED ON (3) PARTS:
  - A) Employment verification and/or income verification
  - B) Present and previous landlord/mortgage verification
  - C) Credit history and criminal background check
- 2) APPLICANT MUST BE 21 YEARS OF AGE OR OLDER TO BE LEASE HOLDER
- 3) ITEMS THAT MUST BE SUBMITTED WITH APPLICATION:
  - A) Two (2) most current paystubs/ or proof of income / tax return if self employed
  - B) Photo ID / Passport / Social Security card / Visa required upon submitting application
  - C) Application fee - \$50.00 per application (credit card via phone, cash, check, money order)
- 4) RENT SHALL NOT EXCEED 30% OF MONTHLY GROSS INCOME:
  - A) Each party must qualify individually unless married to 2<sup>nd</sup> applicant
- 5) MUST SUBMIT HOLDING FEE OF \$500.00 TO HOLD UNIT: **Once application is approved**
  - A) The holding fee of \$500.00 is non-refundable after (5) days. The holding fee is refundable ONLY if the application has been denied OR the apartment is not available upon scheduled delivery date OR applicant cancels in writing within (5) days of submitting application.
- 6) RENTERS INSURANCE and UTILITIES:
  - A) Minimum of \$300,000 Liability insurance must be maintained for the duration of residency.
  - B) \$25,000.00 Personal property coverage, \$5,000.00 medical coverage, Endorsement for backup of Water & Sewer, and Landlord MUST be listed as an additional insured
  - C) Tenants are responsible to pay gas heat and electric, water, cable, phone and internet.
- 7) ONCE APPROVED:
  - A) Applicant will need the following documentation at lease signing: Delmarva Power account number for gas heat AND meter deposit receipt from Municipal Services for electric AND proof of \$300,000 general liability renter's insurance.
  - B) There will be a one-time HVAC filter fee (non-refundable) of \$60.00
- 8) ANYONE 18 YEARS OF AGE OR OLDER:
  - A) If they will be listed as an occupant on the lease, an application must be submitted and will be held in the leaseholder's file. All persons 18 or older must be screened before residing at our community. Deemer's Landing reserves the right to deny an application if criminal record is found. Anyone moving onto the property without our approval will be considered UNAUTHORIZED and will be asked to leave immediately.
- 9) SHORT TERM LEASES – Additional monthly fees apply – see below
  - A) Month to month lease is +\$250.00 per month, 6 month lease is + \$125.00 per month, 9 month lease is + \$75.00 per month

I, the applicant, have read and understand the above outlined terms/guidelines:

\_\_\_\_\_  
Name

\_\_\_\_\_  
Date



