

VINTAGE PARK APARTMENTS

1801/1805/1809/1815 Cortez St.

540/560 Azusa Ave.

West Covina, CA 91791



RENTAL STANDARDS - (Effective August 1, 2025)

ALL PERSONS APPLYING TO RENT AN APARTMENT IN THIS APARTMENT COMMUNITY WILL BE REQUIRED TO MEET AND CONFORM WITH THE FOLLOWING STANDARDS:

1. **MAXIMUM NUMBER OF OCCUPANTS:** The **maximum** number of **residents** allowed per apartment is as stated on the current Rent & Fee Schedule.
2. **CREDIT REQUIREMENT:** Applicant's credit history must be satisfactory as shown by the credit bureau/credit screening company used by this property. Applicants with an eviction record within 7 years of the application date will not be accepted. Applicants with a bankruptcy record within 24 months of the application date will not be accepted. Applicants with a bankruptcy discharged over 24 months prior to the application date will be considered, provided their post-bankruptcy credit history is satisfactory as shown by the credit bureau/credit screening company used by this property. Applicants who are unrated may qualify if approved by the owner and applicant provides either a guarantor or an additional security deposit as defined below in "Additional Security Requirements."

Applicant(s) must provide a valid Social Security Number in order to obtain an accurate credit report from the selected credit bureau. Persons without proof of a valid Social Security Number or other U.S. Government issued identification number whose credit history cannot be readily obtained may be required to post an additional deposit, Co-signer, or Guarantor as defined below in "Additional Security Requirements."

3. **APPLICATION/CREDIT CHECK FEE:** An Application Fee as noted on the Rent & Fee Schedule will be charged for each adult applicant.
4. **INCOME REQUIREMENT:** All prospective residents' total monthly income must be at least two times the monthly rental of the apartment applied for **or** provide an **additional** security deposit as defined below in "Additional Security Requirements." If prospective residents' total monthly income is between two and two and one half times the monthly rental of the apartment applied for, the required deposit will be a minimum of one months rental rate for the apartment.

All persons wishing to rent at this community must provide **one** of the following for each wage earning applicant: 1) paycheck stubs from the most recent 2 months, with bank statements from the most recent 2 months, 2) a copy of an income tax return filed for the most recent tax year in which a return was filed, 3) an income verification certification from the applicant's employer, 4) income verification from the Social Security Administration, Social Services or other governmental agency for any income received, or 5) verifiable documentation of other income received.

5. **EMPLOYMENT REQUIREMENT:** Applicants shall have been employed by current employer for a minimum of nine months and current employer/business must be verifiable. Retired persons must provide verification of any monthly pension, other source of income or assistance.
6. **PRIOR RESIDENCY REQUIREMENT:** Applicant's length of stay in a previous residence must be verifiable and **more than nine months** or have an acceptable reason for move such as job transfer by their company.
7. **APPLICATION TO RENT:** All applicants 18 years of age and older are required to **completely** fill out an "Application to Rent" form. **Incomplete** or **unsigned** Applications to Rent **will not** be processed or verified.
8. **IDENTIFICATION VERIFICATION:** A photo I.D. from one adult prospect is required to tour an apartment. Each applicant must provide a valid photo identification and one additional form of acceptable identification prior to applications being processed. Photo identification must be issued by any State or Federal government agency (including passports issued by foreign governments) as a form of acceptable identification. Photo identification which does not have an actual picture of the person and the seal of the government agency issuing the identification will not be accepted. School identification cards are not valid proof of photo identification and will not be accepted. Acceptable forms of additional identification can include an additional acceptable photo identification as described above or a Social Security Card,

ITIN document, Utility Bill, or Vehicle Registration with Applicant's name matching the photo identification provided. A copy of applicant's Social Security Card or ITIN documents may also be requested to verify applicant meets current Rental Standard Requirements.

9. **HOLDING REQUIREMENT:** An online deposit in the amount stated on the current Rent & Fee Schedule will be required to hold an apartment once the applicant's Application to Rent is approved. (In some cases a money order or cashier's check may be accepted in the rental office.)
10. **PAYMENT REQUIREMENT:** All deposits, first month's rent, and all monies required prior to move in must be paid by online payment (or in some cases money order or cashier's check may be accepted in the rental office). Any refund of deposit resulting from not accepting resident shall be returned within five working days. Cash is not accepted at any time. Any monies paid to LESSOR that are returned, bounced, or charged back to LESSOR for any reason are subject to a Returned Payment Charge as defined on the Rent & Fee Schedule, but no less than \$25.00.
11. **PHOTO IDENTIFICATION:** Each new resident, including all children, will be required to have his/her photograph taken at time of move in for identification purposes only.
12. **ANIMALS: No animal, bird or pet of any kind may be kept on or about the premises without the prior written permission of management.** This community currently accepts: caged birds, approved caged rodents and reptiles, indoor cats, dogs under 25 pounds and fish in one maximum 40 gallon tank. An additional security deposit and monthly pet rent as noted on the Rent & Fee Schedule will be required for a dog or cat. A maximum of ONE dog or cat is allowed per apartment. With certain exceptions we will allow specific types of animals in compliance with current laws. ALL Applicants must complete a PetScreening profile prior to moving in regardless of whether or not the Applicant currently has a pet/animal. In some circumstances a fee may apply. This profile is required to be maintained throughout the tenancy.
13. **ADDITIONAL SECURITY REQUIREMENTS:** Those applicants who fail to meet **all** of the above standards may be given the option to **post an additional deposit** to insure their performance if allowable by local, state, or federal laws. The total additional deposit required may depend upon applicant's credit rating/history, length of employment, length of time in prior residence and ability to pay the rent. Applicant's additional deposit will be at least \$100.00 up to the maximum allowed by law. Applicants may also be given the option to provide a Co-Signer or Guarantor to guarantee payment that may be required to post a performance bond. All Guarantors will be required to sign all lease documents.
14. **RENTAL ASSISTANCE:** Rental assistance payments (HUD or otherwise) that are paid directly to the Owner will be considered if Resident meets all Rental Standards listed here.
15. **AGE RESTRICTION:** Vintage Park Apartments for Seniors operates under an agreement with the City of West Covina to provide housing exclusively to seniors. This agreement states:

Each other person occupying a Unit shall be either a Qualifying Resident (of at least 55 years of age) or a Qualified Permanent Resident. Upon the death of the Qualifying Resident, the dissolution of the Qualifying Resident's marriage with the Qualified Permanent Resident or the hospitalization or other prolonged absence of the Qualifying Resident, any Qualified Resident shall be entitled to continue to occupy the apartment unit. No Non-Qualifying Resident shall be entitled to occupy, visit or reside in any apartment unit for more than sixty (60) calendar days (whether consecutive or non-consecutive) in any calendar year. "Qualified Permanent Resident" shall mean any person who (a) has been residing with a Qualifying Resident prior to the death, hospitalization or other prolonged absence of, or the dissolution of marriage with, a Qualifying Resident, (b) is at least forty-five (45) years of age, or a spouse, co-habitant of person providing primary physical or economic support to a Qualifying Resident, and (c) has an ownership interest in, or be in expectation of an ownership interest in, the apartment unit occupied by the Qualifying Resident."

OWNER WILL PROCESS ALL APPLICATIONS IN A TIMELY MANNER AND WILL SELECT THE FIRST QUALIFIED APPLICANTS REGARDLESS OF RACE, RELIGION, COLOR, MARITAL STATUS, NATIONAL ORIGIN, ANCESTRY, FAMILIAL STATUS, SEX, DISABILITY OR ANY OTHER REASON PROHIBITED BY LAW. NOTHING CONTAINED HEREIN SHALL ABRIDGE THE RIGHT OF OWNER, AFTER REASONABLE ASSESSMENT AND REVIEW OF ANY MITIGATING CIRCUMSTANCES PROVIDED BY THE APPLICANT, TO DENY ACCESS TO ANY PERSON WHO HAS COMMITTED A SUBSTANTIAL CRIME AGAINST PERSONS OR PROPERTY.

Thank you, **Vintage Park Apartments**