

Ashley Manor Apartments

925 Ashley Drive
Moody, AL 35004

Statement of Rental Policy

1. **Tortorigi Enterprises LLC is an equal opportunity housing provider.** We fully comply with federal fair housing laws. We do not discriminate against any person because of race, color, religion, sex, national origin, familial status, or handicap. We also comply with state and local fair housing laws. We will make reasonable modifications for handicapped individuals.

2. **Minimum Age.** Applicants must be a minimum of 19 years of age and complete a rental application.

3. **Pets.** Pets are NOT allowed, no exceptions will be made.

4. **Viewing an apartment.** A vacant apartment may be shown to a prospective resident after it has been cleaned and prepared.

5. **Apartment Availability.** Apartments are available to lease when they become vacant or when a notice of intent to vacate is received. A vacant apartment may be held for a prospective resident for seven days upon completion of a rental application and payment of the application fee and security deposit. If the move in date is greater than seven days, the prospective resident may be placed on a priority waiting list.

6. **Security Deposit.** If the application is approved and the applicant decides not to lease the apartment, all monies paid will be forfeited 72 hours after application approval date.

7. **Occupancy guidelines.** Due to limited parking and building system capacity, the following occupancy guidelines have been established:

One Bedroom – 2 people Two Bedroom – 4 people Three Bedroom – 6 people

When applying these standards, an infant will not be considered an occupant until the age of 12 months.

8. **Rental Criteria.**

- ❖ Twenty five percent (25%) of applicant's gross monthly income should equal or exceed one month's rent. Income must be consistent and verifiable. This may include, but not limited to, salary, interest or dividend income, business income, social security, and court ordered child support.
- ❖ Modifications to our business practices required by third party payers may not be acceptable.
- ❖ Applicant shall be employed and employment at present job should exceed one year. An applicant may be denied for poor credit or negative landlord history.
- ❖ An applicant cannot pose a threat to the safety of others.
- ❖ Applicants must not have been convicted, plead guilty, or no contest, to a felony or sexual assault charge within the past ten (10) years.
- ❖ Employment and income guidelines may be modified for individuals who are retired or disabled.
- ❖ A satisfactory credit rating is required for occupancy. Bankruptcy is viewed on an individual basis and considered only if bankruptcy is a minimum of three (3) years old. There must be no negative credit post-action.
- ❖ Applicant must possess a minimum of twelve (12) months positive rental/ownership history. There must be no history of eviction, late pays, disturbances, or monies outstanding.
- ❖ At the manager's discretion, a guarantor to the lease may be accepted if an applicant does not meet all requirements. A guarantor may not be accepted if an applicant is unemployed or has no source of income. Guarantors must exceed the income requirements and have 100% positive credit and all favorable rental/ownership history to be considered.