ELIGIBLE TENANT REQUIREMENTS

A guide to application qualifications, deposits, and move in expectations

Thank you for your interest in renting with HomeCourt Property Management. All adult applicants must apply, and applications are evaluated using the criteria below. Apply at www.homecourtpm.com.

APPLICATION & APPROVAL

An application does not create a lease or guarantee approval. A lease exists only when all required parties execute the lease. The application fee is $65 per adult, due at application, and is nonrefundable. By submitting the required authorizations, applicants consent to permissible credit, criminal background, income, and rental history verification.

INCOME & VERIFICATION

• Minimum income: Combined verified gross monthly applicant income must equal at least 2.5 times monthly rent, subject to lawful program requirements and reasonable accommodation obligations.

• Employed: Provide two consecutive months of recent pay stubs. Applicants beginning a new job may provide a verifiable offer or employment letter.

• Self employed, retired, or other income: Provide the prior year tax return and two months of bank statements, or 12 months of financial statements as relevant. Seasonal earnings may require the prior year tax return.

• Housing Choice Voucher: The 2.5 times income test applies to the tenant paid portion of rent, subject to the housing authority requirements. Lawful sources of income are considered.

Guarantors: Any financially qualified individual, including a friend, relative, or employer, may serve as a guarantor. Generally one guarantor per home. Guarantors must submit an application, pay the $65 application fee, have verified gross monthly income of at least 5 times the market rent, and meet all other screening criteria. Guarantor obligations and any additional deposit will be specified in writing. Total security deposit will not exceed two months of rent.

CREDIT & SECURITY DEPOSIT

Credit score	Deposit guidance
600 and above	1 month of rent
560 to 599	1.5 months of rent
540 to 559	2 months of rent
Below 540	Normally does not qualify for market rate rentals

Credit deposit tiers above reflect HomeCourt screening criteria. The standard deposit is one month of rent; the security deposit will not exceed two months of rent. Subsidized applicants are evaluated under applicable program requirements; the existing policy calls for a credit score above 540 and a one month deposit. Positive past HomeCourt payment history may be considered.

ADDITIONAL SCREENING CRITERIA

Consistent screening with individual consideration where required

RENTAL HISTORY & FINANCIAL OBLIGATIONS

• Evictions: Existing HomeCourt screening standard: an eviction within the past three years generally results in denial; an eviction from three to five years ago generally results in an additional half month security deposit, subject to the two month overall maximum. Older evictions may qualify at the base deposit. Verified satisfaction of an eviction debt and positive credit history may support further review. Context and applicable legal protections are considered.

• Rental collections: Provide documentation showing any reported rental collection was paid in full before application. Unresolved rental collections may result in denial after review.

• Bankruptcy: Open bankruptcy cases generally do not qualify under the existing policy; Chapter 7 must be discharged and Chapter 13 must be dismissed under that policy. Applications will be reviewed in compliance with applicable laws.

• Tax liens and civil judgments: Provide evidence of satisfaction or compliance with a written payment arrangement.

CRIMINAL HISTORY

• Adult residents must authorize a lawful criminal background screening. The existing HomeCourt policy flags felony convictions within 10 years, sex offender registration and multiple misdemeanor convictions in the past two years. Decisions require individualized review of relevant conduct, its nature, severity, age and relationship to resident safety or property, with an opportunity to submit mitigating information as appropriate. Arrests without convictions are not treated as convictions.

OCCUPANCY & AGE

• The general occupancy guideline is two persons per bedroom plus one person per home, subject to the unit size, applicable codes, and fair housing requirements. One bedroom: three residents; two bedrooms: five; three bedrooms: seven; four bedrooms: nine; five bedrooms: eleven.

• Applicants signing a lease must generally be at least 18 years old. Children and other lawful household members may occupy the home subject to applicable standards. Changes in household size during tenancy are addressed under the lease and applicable law.

PETS, INSURANCE & UTILITIES

• Pet fee: $350 per approved pet, if applicable. This pet fee does not apply to qualifying assistance animals as required by fair housing law. Property specific pet restrictions may apply.

• Before occupancy: Proof of required renters insurance and evidence of utility activation, as applicable to the property, must be provided.

EQUAL HOUSING OPPORTUNITY

HomeCourt Property Management provides equal housing opportunities without discrimination based on race, color, religion, sex, national origin, disability, familial status or any other status protected by applicable law. Qualified Housing Choice Voucher participants are welcome, subject to applicable housing authority requirements. Applicants may request a reasonable accommodation where appropriate.

LIST OF FEES

A guide to application, reservation, and move in charges

DUE TODAY | APPLICATION	
Application Fee	**$65 per adult**
DUE WITHIN 24 HOURS AFTER APPROVAL	
Reservation Fee	**One month's rent**
DUE AT MOVE IN	
Security Deposit	**One month's rent**
Administration Fee	**$250**
Pet Fee (if applicable)	**$350 per pet**

RESERVATION FEE POLICY

A reservation fee equal to one month's rent is due within 24 hours after application approval to reserve the property.

- Lease signed: The reservation fee is credited toward the first month of rent.
- Application denied: If previously collected, the reservation fee is refunded in full without interest.
- Lease not executed: The landlord may retain the reservation fee as liquidated damages.
- Failure to take possession: If the lease is executed but the tenant does not take possession, the landlord may retain the reservation fee as liquidated damages.

SECOND MONTH RENT PRORATION

If move in occurs after the first of the month, the reservation fee credited to rent covers the first full month of occupancy. Remaining days in the following calendar month are prorated so future rent is due on the first.

Example: Move in October 15: full month covers October 15 through November 14; prorated rent covers November 15 through November 30; regular monthly rent begins December 1.

IMPORTANT NOTES & PROPERTY SPECIFIC FEES

- Standard security deposit is one month of rent. Applicants who do not meet standard screening criteria may require a higher deposit, up to the Georgia legal maximum of two months of rent.
- A pet fee of $350 per pet applies when pets are permitted and approved. Assistance animals are not pets; legally required accommodations and fee exemptions apply.
- Additional property specific charges may include utilities, trash, parking, HOA requirements, or amenities. All mandatory additional fees will be disclosed in writing before lease execution.
- The final move in statement will itemize rent, deposits, fees, credits, and any prorated charges.