

Qualifying Criteria for the City of Raleigh Housing Program

**We will need to see a birth certificate and social security card for each leaseholder or permitted occupant.

** No "Co-Signers" accepted

Income

Income cannot exceed 50% of the current year's median income for the Raleigh area based on family size. Please see the table below. Re-certification is required at each lease renewal and is based on 60% of the median income. **There is no cost to the tenant for the Re-Certification process.**

Family Size	1	2	3	4	5	6	7	8
Max income	\$27,200	\$31,100	\$35,000	\$38,850	\$42,000	\$45,100	\$48,200	\$51,300

Income cannot exceed 80% of the current year's median income. Re-certification is required at renewal.

NEW BERN AVE. PROPERTIES ONLY

Family Size	1	2	3	4	5	6	7	8
Max income	\$43,550	\$49,750	\$55,950	\$62,150	\$67,150	\$72,100	\$77,100	\$82,050

Credit

Current credit history of any account rated worse than a "5" is not acceptable. Bankruptcy will not affect your current credit status if new accounts have been established for at least one year since discharge of the bankruptcy and those new accounts have acceptable credit ratings. Judgments for previous rentals or utilities are not acceptable.

For those with credit ratings issues, but a satisfactory credit history throughout the last 12 months, consideration will be given

PROVIDED a satisfactory rental payment history for the previous 12 months can also be verified.

Rental History

Any history pertaining to a previous or current rental with balances owed for rent or damages is not acceptable. Late payments exceeding three in one lease term are not acceptable.

Criminal Records Search

A search for criminal history will be conducted on all members of the household eighteen (18) years and older. Criminal searches are run for states in which applicant has lived, as indicated on the application and on the credit report. Felony convictions are not acceptable. Misdemeanor convictions related to drugs or physical violence are not acceptable. **During the re-certification process at lease renewal, criminal records search(es) will again be conducted.**

NO PETS ARE PERMITTED IN OR ON THE PROPERTY OF A CITY OF RALEIGH UNIT.

The application fee of \$30.00 is required for each adult residing on the property. Married couples are only charged one \$30.00 fee. Application fees are not refundable. Applications are not processed until all applications and fees are received in Barker Realty office.

The property for which you apply is not considered leased until your application is approved, you have signed a lease, and your security deposit has been paid in full. Security deposits must be received and leases must be signed within twenty-four (24) hours of notification of application approval or on the next business day, whichever comes first.

The Fair Housing Act prohibits discrimination in the sale, rental, or financing of housing on the basis of race, color, religion, sex, handicap, familial status, or national origin. Federal law also prohibits discrimination on the basis of age.



\$30.00 NON-REFUNDABLE application fee required to process application

THIS APPLICATION DOES NOT SECURE A RENTAL HOME. ONLY A SIGNED LEASE AND PAID SECURITY DEPOSIT SECURES A RENTAL HOME.

Property Address _____ Date Desired: _____

HAVE YOU VIEWED THE INTERIOR OF THE PROPERTY FOR WHICH YOU ARE APPLYING? _____

APPLICANT INFORMATION

PRIMARY APPLICANT:

Last Name	First Name	Middle Initial	Suffix	Date of Birth / /
Social Security Number - -	Home # ()	Cell # ()		

Household E-Mail Address: _____

SPOUSE:

Last Name	First Name	Middle Initial	Suffix	Date of Birth / /
Social Security Number - -	Home # ()	Cell # ()		

Other Occupants: Roommates/Children (include name and ages) _____
(Note: All roommates over 18 must submit individual application)

Dear Applicant:

Thank you for applying for a rental through Barker Realty, Inc. The following are the qualifications* you must meet in order to secure a rental through us:

- 1) Your monthly income cannot exceed the established income set forth by the City of Raleigh Housing Program. If you are self-employed, you must provide us with the previous two years tax returns to prove income level.
- 2) You must have a good credit history, which we verify through a credit-reporting agency.

*For entire qualifications, please refer to the cover page of this packet.

Please answer the following questions:

- 1) Have you ever been sued for nonpayment of rent? _____
- 2) Have you, or anyone in your household, ever been convicted of a Felony? _____
- 3) Do you have a pet? If so, what kind? _____
- 4) How did you hear about Barker Realty, Inc? Did a current Barker Realty resident refer you? If so, please list their name and current address.

APPLICANT NAME(S) _____

RESIDENCE HISTORY

Current:

Street Address	City	State	Zip
Mailing Address (if different)	City	State	Zip
Dates of Occupancy		Reason for Leaving	
Owner/Landlord Name		Have You Given Notice?	
Landlord Phone #		Any Late Payments?	
Landlord FAX # or email		Leaseholder's Name	
Rental Rate / Month	Were You Evicted?	Is a balance due?	

Previous:

Previous Street Address	City	State	Zip
Previous Mailing Address (if different)	City	State	Zip
Dates of Occupancy		Reason for Leaving	
Owner/Landlord Name		Have You Given Notice?	
Landlord Phone #		Any Late Payments?	
Landlord FAX # or email		Leaseholder's Name	
Rental Rate / Month	Were You Evicted?	Is a balance due?	

EMPLOYMENT INFORMATION

Your Status: (check appropriate boxes)

Spouse's Status: (check appropriate boxes)

<input type="checkbox"/> Employed Full-Time
<input type="checkbox"/> Employed Part-Time
<input type="checkbox"/> Unemployed
<input type="checkbox"/> Retired

<input type="checkbox"/> Student Full-Time
<input type="checkbox"/> Student Part-Time
<input type="checkbox"/> School Attending
<input type="checkbox"/> Grade Entering

<input type="checkbox"/> Employed Full-Time
<input type="checkbox"/> Employed Part-Time
<input type="checkbox"/> Unemployed
<input type="checkbox"/> Retired

<input type="checkbox"/> Student Full-Time
<input type="checkbox"/> Student Part-Time
<input type="checkbox"/> School Attending
<input type="checkbox"/> Grade Entering

Primary Applicant Employed by:

Company	Supervisor's Name - or Human Resources Rep:
Address	Supervisor's Phone # (or Human Resources): () Ext.
	Fax # or email address (or Human Resources): ()
Work Phone: () Ext.	Salary: (circle one) _____ Per Yr/Mo/Wk/Hr. _____ # Hrs/Wk
Occupation:	Employment Dates:

Primary Applicant's Previous Employer:

Company	Supervisor's Name - or Human Resources Rep:
Address	Supervisor's Phone # (or Human Resources): () Ext.
	Fax # or email address (or Human Resources): ()
Work Phone: () Ext.	Salary: (circle one) _____ Per Yr/Mo/Wk/Hr. _____ # Hrs/Wk
Occupation:	Employment Dates:

Driver's License or State-Issued ID

Applicant	Number	State	Expiration Date
Spouse	Number	State	Expiration Date

APPLICANT NAME(S) _____

Spouse Employed by:

Company	Supervisor's Name – or Human Resources Rep:
Address _____	Supervisor's Phone # (or Human Resources): () Ext.
	Fax # or email address (or Human Resources): ()
Work Phone: () Ext.	Salary (circle one) Per Yr/Mo/Wk/Hr. #Hrs/Wk
Occupation:	Employment Dates:

Spouse's Previous Employer:

Company	Supervisor's Name – or Human Resources Rep:
Address _____	Supervisor's Phone # (or Human Resources): () Ext.
	Fax # or email address (or Human Resources): ()
Work Phone: () Ext.	Salary: (circle one) Per Yr/Mo/Wk/Hr. # Hrs/Wk
Occupation:	Employment Dates:

Other Sources of Income: _____ Amount: _____ Per: _____ (Yr/Mo/Wk/Hr.)

OTHER INFORMATION

Emergency Contact: _____ Relationship: _____

Address: _____ Phone #: () _____

Current Monthly Obligations:

Name	Account #	Balance	Monthly Payment

Automobile Descriptions

Make	Year	Color	Tag # & State

Before you return your application, please check the following:

- **Have you included Social Security cards for yourself and your entire household?**
- **Have you included birth certificates for yourself and your entire household?**
- **Have you provided current and prior landlord names, phone numbers and fax numbers or email addresses?**
- **Have you provided employment information: including names, phone numbers, fax numbers or email addresses and salary information?**
- **Have you signed the application?**
- **Have you enclosed the application fee?**
- **Are you ready to sign a lease? Once approved, you will be given 24 hours to sign a lease.**
- **Are you prepared to pay the security deposit? The security deposit is normally equal to one month's rent (unless specified special) and must be paid in certified funds (money order or certified bank check).**

APPLICANT NAME(S) _____

I/we certify that the foregoing information is true and complete to the best of my/our knowledge and understand that falsified information on this application shall be grounds for denial. I authorize BARKER REALTY, INC. to make inquiries, do credit checks, and verify rental, employment and/or criminal histories, now and in the future to verify the statements above. Note: Must be signed by all household members 18 years and older.

All applications and fees must be received before processing will begin.

I/we understand that Barker Realty will take multiple applications on the same property and process them simultaneously. Upon approval, applicant(s) will be given 24 hours from notification of approval to sign the lease and pay the security deposit. If the approved applicant(s) fails to sign the lease and pay the security deposit within that time frame, the property will be offered to the next approved applicant(s).

Applicant's Name (please print clearly)

Applicant's Signature

Date

Spouse's Name (please print clearly)

Applicant's Signature

Date

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