



Rental Policy

In order to qualify for a lease, each applicant must meet the following requirements:

1. **AGE:** Be a minimum of 18 years of age to sign a lease.
2. **INCOME:** Applicant or Guarantor must show that the rent does not exceed one third of gross monthly income. Grant and Loan applicants must submit written verification of grant status for their grant and/or loan to be considered as income. International applicants must have a guarantor who is a United States Citizen and resident of California acceptable to SFinvest, or provide a letter of credit pursuant to item 9 to meet this income requirement.
3. **LENGTH OF EMPLOYMENT:** Applicant must have 24 months of verifiable employment at present job for income to qualify.
4. **PRIOR RENTAL HISTORY:** Applicant must have no negative Landlord references, and must demonstrate that they have paid rent timely, complied with house rules, and been a quiet and considerate neighbor at their prior residence. Ex-Military applicants may submit their Honorable Discharge as evidence of their character in lieu of this requirement. Applicants without a prior rental reference may request a waiver of this policy. A waiver may be granted at the sole and arbitrary discretion of Landlord.
5. **CREDIT:** Applicants with negative credit history may be denied at the sole discretion of Landlord. We will reconsider a rejected application upon written submittal by the applicant explaining the negative references. Negative credit information may be disputed/corrected by contacting the credit agency giving the reference.
6. **CRIMINAL HISTORY:** Applicants that have any history of convictions for criminal offenses other than convictions for minor traffic offenses may be rejected.
7. **COMPLETE APPLICATION:** Applicant must submit a completed lease application package including the Application for Residency, Lease Agreement, Resident Activity Center Rules, Life and Safety agreement and House Rules. Resident must also provide government issued photo identification. If your application is for a vacant apartment, we must have complete packages from ALL PROSPECTIVE RESIDENTS equaling the total rent for the apartment in order for an application to be processed. ALL RESIDENTS must meet qualifications stated herein.
8. **GUARANTOR ALTERNATIVE:** Applicants who do not meet the minimum income requirements of sections 2 & 3 above may have a qualified Guarantor, who must be a United States Citizen, fill out and sign the Continuing Personal Guarantee, said guaranty subject to Landlord approval.
9. **LETTER OF CREDIT ALTERNATIVE:** Applicants who do not meet the minimum income requirements of sections 2, 3 or 5 above may satisfy this income requirement by providing a Letter of Credit made in favor of Gateway Apartments with sight draft authority issued by a domestic bank acceptable to Gateway Apartments.
10. **CASH PAYMENT ALTERNATIVE:** Applicants who do not meet the minimum income requirements of sections 2 & 3 above may satisfy this income requirement by prepaying ½ of the rent in advance. This rent is not usable for months not designated in the receipt of payment.
11. **CONTINUING RESIDENTS:** Residents who wish to renew their lease for a successive term must meet all rental policy guidelines. Residents and/or groups of residents that do not meet the rental policy rules may be found to be ineligible to renew their agreement for a subsequent term. Continuing residents do not possess any right to an automatic extension of their agreement and the Landlord reserves the right to arbitrarily deny the right to extend any lease term.
12. **NO GUARANTY OF PLACEMENT:** Availability is strictly on a first-come first-served basis.