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LEASE QUALIFICATION REQUIREMENTS

The following requirements are established by the Residential Owners for Prospective Tenants to qualify for leasing of units:

1. A Rental Application must be filled out by every adult (18 years or older) person who will occupy the apartment and an investigation conducted on employment, credit and residential history.
2. A \$25 non-refundable rental application fee is required from each adult applicant for a credit investigation and report.
3. All adult occupants must sign and be legally responsible for the Lease.
4. Deposit must be paid in full and the Lease executed before any unit will be held for occupancy.
5. First and last months rent is required before occupancy of the unit. Exceptions to the last months rent may be granted if:
 - a. Tenant has been a resident of Cheyenne for a minimum of one year **AND**,
 - b. Tenant has been employed **IN** Cheyenne with the same company for a minimum of one year **AND**,
 - c. Tenant's monthly net (take home) income equals at least three (3) times the monthly rent.
6. The first months rent is pro-rated from the starting date of the lease until the end of the month. Thereafter, all monthly rents are due on or before the first day of each month.
7. Occupancy standards are set at two (2) persons per bedroom.
8. Pets are prohibited by most property owners. A Pet Agreement must be executed **before** any pet is permitted.
9. Responsibility for payment of utilities varies per property.
10. Any exceptions to the above requirements must be in writing and signed by both parties.