

Rental Application Criteria

Thank you for considering Casa Familiar as your potential new home. We are delighted by your interest in our community. The following resident selection criteria are provided to explain our application evaluation process.

Rental Application

All applicants who are eighteen (18) years of age or older—or otherwise considered an adult under applicable law for contract purposes—are required to complete a separate application. Only fully completed and signed applications will be considered. Any intentional misrepresentation or omission of information on the application may result in its rejection.

Application Fees/Holding Deposits

There is a \$50 fee for each applicant processed. These fees are non-refundable and cover costs including, but not limited to, the use of an applicant screening service or consumer credit reporting service, as well as the reasonable time spent validating, reviewing, and processing your application. **Reusable tenant screening reports are not accepted.** The holding deposit is \$500 and is paid to reserve the unit while your rental application is being processed. If the application is denied, the holding deposit will be refunded. ***The holding deposit is non-refundable once seventy-two (72) hours have passed since the initial deposit was made.***

Acceptable forms of payment for the holding deposit and application fee:

1. Online Payments
2. Cashier's Check
3. Money order

Cash is never accepted.

Unit Size/Occupancy Standards/Security Deposits

Units will be occupied in accordance with the following standards:

BEDROOM SIZE	REQUIRED MINIMUM PERSONS	MAXIMUM PERSONS	Deposits *On Approved Credit	Deposits for Approval with Conditions
Studio	1	2	\$500	\$1,000
1 Bedroom	1	3	\$600	\$1,200
2 Bedroom	2	5	\$700	\$1,400
3 Bedroom	3	7	\$800	\$1,600

If the household exceeds the maximum or does not meet the minimum required occupancy during the tenancy, the household may be permitted to remain in the unit until the lease expires or for a reasonable, approved period thereafter. Once that period has ended, you will be required to transfer to a unit which meets occupancy requirements or vacate the premises. Adding any new occupants without prior management approval is considered a lease violation and could result in immediate lease termination.

Income Eligibility

Extremely Low Income	30%-40%
Very Low Income of Median	50%-70%

Gross Household Income

- Household income must be within 50–70%* of the applicable AMI based on household size.
- Income limits are updated annually using the latest published AMI tables:
 - [National City HUD Metro FMR Area for National City properties](#)
 - [San Diego County for San Ysidro properties](#)
- Household income of 30%-40% of the applicable AMI based on household size is approved for select units.



Verifiable Income

All households must have a verifiable income of at least 2 times the monthly rent amount. Income must be legal and verifiable. Written verification and proof of all income include, but is not limited to, current and consecutive pay stubs, social security or other retirement income, verification of welfare, disability, or SSI, income tax returns, unemployment benefits, worker's compensation payments, bank statements, and trust accounts.

Income Verification:

Acceptable verifiable documentation includes:

- Employment Income
 - Most recent 3–6 months of consecutive pay stubs
 - Employment verification letter or contract
- Self-Employment / Business Income
 - Previous 3 years of tax returns
 - Profit/loss statements, 1099s, or other official documentation
- Other Sources
 - Social Security, SSI, Disability, Pension, Unemployment, Child Support
 - Documentation of consistent income source amounts
- Nontraditional Income
 - Cash or informal arrangements may be considered if verifiable through bank statements or other reliable evidence.

Note: For initial occupancy household income must not exceed 70% AMI for initial occupancy and must not exceed 110% for continued occupancy. Recertifications will be required annually for continued occupancy.

Rental Scores

Approval of credit is based on rental scores, which help estimate the financial risk of leasing an apartment to you. These scores are calculated using a weighted combination of factors, derived from information in your credit report and application. This may include your bill-payment history, the number and types of accounts you hold, open bankruptcies, unpaid utility bills, collection accounts, charge-offs, repossessions, eviction history, outstanding debt, and other attributes that reflect your ability to meet the terms of your lease. The rental scoring system is designed to treat all applicants consistently and impartially, without relying on subjective criteria. Results obtained approved, approval with conditions and declined.

Rental Paying & Tenancy History

Each applicant must have a recent, consecutive, and verifiable third-party rental or mortgage payment history covering a minimum of 24 months.

Note: Applicants living with family members will not be considered as having a third-party rental history. Applicants who do not have verifiable third-party rental or mortgage history may be required to pay an increased security deposit.

Photo Identification

All applicants are required to present a current government-issued photo identification to verify their identity. If an applicant's identification cannot be verified, the application may be rejected.

Disclosures

Casa Familiar complies with all applicable federal, state, and local fair housing laws and does not discriminate against any person based on race, color, religion, sex, familial status, national origin, disability, or any other characteristic protected by state or local law. We consider all requests for reasonable accommodation or modifications when they are necessary to provide a person with disabilities with an equal opportunity to use and enjoy their home and/or community common areas. If you have questions about submitting a reasonable accommodation or modification requests, please contact the property manager.

Note: Acceptance of a rental application and any associated application fees do not guarantee approval for housing. All applicants must meet the criteria listed above to be considered for tenancy.