



*Brook Haven*

# *Welcome to Brook Haven*

## *Distinctive New Apartment Homes*

Office Hours: Mon-Friday 9am to 6pm, Saturday 10am to 5pm

7781 Crystal Brook Circle, Brooksville FL 34601

PH# (352) 397-4340

FX# (352) 799-3235

### **Rental Rates & Sizes:**

Rental rates are subject to change at any time.

**1x1 \$615.00**

Square Footage 739 & 759

**2x2 \$739.00**

Square Footage 934 & 952

**3x2 \$855.00**

Square Footage 1146 & 1157

Water, Sewer, Trash Removal & Pest Control  
are included in the monthly rental rate.

Washer/Dryer Rental is \$35.00 and is optional  
Satellite TV through Moonbeam offers  
80 Channels for Only \$41.87 monthly Plus Premium Channels Also Available!

### **Pet Friendly**

#### **Utilities:**

Electric Co. – Progress Energy 1-800-700-8744  
Phone Co. –Talley Communication 1-800-813-1317

#### **Schools:**

Moton Elementary (352) 797-7065  
Dolores Parrott Middle (352) 797-7075  
Hernando High (352) 797-7015

## TENANT SELECTION PLAN

Brook Haven Apartments  
7781 Crystal Brook Circle  
Brooksville, FL 34601

The policy of Brook Haven Apartments is one of Equal Housing Opportunity for prospective applicants, without regard to Race, Color, Religion, Sex, Handicap, Familial Status or National Origin.

All persons interested in an apartment must complete and submit an application for tenancy. All applications are numbered and logged according to date and time application is received.

Brook Haven Apartments will accept as tenants/applicants who, at the time of application for tenancy, meet the following criteria:

- Tenants/applicants who are legally able to enter into a Lease Agreement Clarification of legal status may be requested
- Persons whose gross individual and/or gross household income does not exceed the HUD maximum income limits or the HUD adjusted maximum household income limits as they appear in the federal Register from time to time, based upon household size, as follows:

<u>Household Size</u>	<u>Maximum Annual Household Income</u>
	<u>Qualifications</u>
	60%
One Person	\$24,840.00
Two People	\$28,440.00
Three People	\$31,980.00
Four People	\$35,520.00
Five People	\$38,340.00
Six People	\$41,220.00

- Persons whose gross individual and/or gross household income is greater than the minimum income limits as determined by Brook Haven Apartments, as follows:

<u>Apartment Size</u>	<u>Minimum Annual Household Income</u>
	60%
One Bedroom	\$15,840.00
Two Bedroom	\$19,140.00
Three Bedroom	\$22,050.00

- Applicants must have maintained a satisfactory credit history demonstrating the ability to repay debts on time. (Note: Lack of credit history-as opposed to a poor credit history-will not be sufficient justification for rejection of an applicant).
- Positive comments from prior landlord(s).
- Verifiable income for a period of at least one (1) year.
- Credit checks (through Equifax Credit Reporting Agency) and Criminal background investigations will be conducted on all applicants.

Applicants will be notified in writing or by phone of any application rejection and given fourteen (14) days to respond in writing to request a meeting to discuss the rejection.

Apartment unit size is determined by total household size, as follows:

<u>Apartment Size</u>	<u>Maximum Occupants</u>
One Bedroom	Two People
Two Bedroom	Four People
Three Bedroom	Six People

Apartment vacancies will be offered to the next eligible applicant on the waiting list, if any, who has provided all necessary and requested information to Brook Haven Apartments. The eligible applicant must accept the first vacancy offered unless clear evidence of inability is provided, such as but not limited to:

- Recovery from recent illness
- Pending sale of residence
- Inability to move immediately due to current lease term

Failure to provide verification of above will necessitate a new submission date to be placed on application, and adjustment of applicant waiting list prior to be adjusted. An eligible applicant may decline a vacancy not more than three (3) times before being removed from the waiting list.

Applicants will be rejected if any of the following exist:

1. Credit report or public records search indicate prior evictions.
2. History of lease violations, involving repeated late payment, failure to pay rent, prior eviction proceeds having been initiated, public disturbances, damage to living unit or property of or other.
3. Applicant and/or household member(s) convicted of a drug offense as evidenced by public records.
4. Applicant and/or household member(s) whose public record indicates a history of criminal activity or violence of any kind.
5. Applicant's failure to respond to a request for verification of information or for additional information, within the time specified.
6. Deliberate falsification of information on the application and/or during application interview.
7. Individual and/or household gross income in excess of maximum income limits established by HUD.
8. Individual and/or household gross income below minimum household income limit as prescribed by Brook Haven Apartments.
9. Family size incompatibility with unit size available.
10. Poor credit history, as evidenced by liens, public records, judgments and/or delinquent payment history. (Credit information is obtained from Equifax Credit Reporting Agency)
11. Lack of verifiable income for a period of not less than one (1) year, or at least two (2) years within the most recent previous employer if with current employer for less than one (1) year.
12. This rental community has received funding from a program, which does not generally allow occupancy by households comprised entirely of full-time students. The information on the student status form as well as on the verification of student status form is requested as part of the household qualification process.