



## **Welcome to Minnesota Terrace Apartments!**

Oasis Realty Service  
PO Box 90717  
Washington, DC 20090  
(202) 582-2535 (o) (202) 575-0414 (f)

Thank you for your interest in renting with Oasis Realty Service at Minnesota Terrace Apartments. We truly hope Oasis Realty Service can be of service to you. For a full layout of each size apartment, as well as photos and contact information, do not forget to visit the apartment website at [www.rentoasis.com](http://www.rentoasis.com). If you have not viewed the property yet, you may schedule a showing by calling the leasing office at (202)582-2535.

Applications are processed on a “first-come, first-serve” basis, so the completed application that is submitted with all applicable fees first will be the first application processed.

We hope to see you here soon in your new home!

**- Oasis Realty Service**

# Application Instructions

## Oasis Realty

Office: 301 Anacostia Rd. SE, Suite 101,  
Washington, DC 20019

**(202) 582-2535 (o) (202) 575-0414 (f)**

As part of this attachment, you will find our application for lease, rental criteria, and general rules and regulations. If, after reading the general rules and regulations and talking them over with all parties who will be occupying the apartment, you feel that you, all of your family members, and all your guests and invitees can conform to the rules and regulations, fill out the application in detail and submit it with the application fee. You may attach on a separate sheet, any additional information that you choose to submit.

*Each applicant or occupant aged 18 or older is required to provide the following documents:*

- Government-issued photo I.D.** (i.e. Driver's License, Non-Driver's Identification, Passport)
- Proof of Social Security Number** (i.e. Social Security Card, state-certified tax return with full 9-digit Social Security Number and full name)
- Completed **Application for Apartment Lease** (for leaseholder(s)) OR completed **Adult Occupant Application** (for each intended occupant 18 years. of age or older)
- \$35 application fee in the form of money order or check (for each adult)

*Only the leaseholder(s) must provide at least one of the following documents as proof of income:*

- 4 (four) consecutive paycheck stubs** and/or **a copy of the most recent W-2, verifying at least 2 (two) months' income** from a job in a field that the earner has worked in consistently for at least 1 (one) year
- Proof** of a form of guarantee acceptable to the agent (i.e. – H.C.V.P. / Sec. 8)

*The following documents must be provided for each intended occupant aged 17 or under:*

- Birth Certificate** OR **Legal Proof of Guardianship**
- Proof of school enrollment** or written, legally-accepted exemption
- Most recent school I.D.** if enrolled in public school grade 6 or higher, OR a **government-issued photo I.D.**

If any potential occupant has special needs, you must list (as an attachment to your application) the nature of these needs and how you plan to accommodate them.

Thank You,  
Oasis Realty (Agent)



# Oasis Realty Service

P.O. Box 90717 Washington, DC 20090  
(202) 582-2535 [O] (202) 575-0414 [Fax]

## MINNESOTA TERRACE APARTMENTS RENTAL CRITERIA

### PRESENT GENERAL MINIMUM INCOME QUALIFICATIONS (may change based on varying criteria)

1 Bedroom Apt. (standard) ----- \$2,000 net monthly or {luxury} \$ 2,400 net monthly  
2 Bedroom Apt. (standard) ----- \$2,400 net monthly or {luxury} \$ 2,800 net monthly  
3 Bedroom Apt. (standard) ----- \$2,800 net monthly or {luxury} \$ 3,400 net monthly

### PRE-RENTAL/LANDLORD/CREDIT HISTORY

All previous rental, landlord and/or credit history will be taken into consideration when processing the application. All references must be in good standing. An unacceptable credit reference will result in denial of the application.

### INCOME VERIFICATION

Applicant must provide proof of any claimed income. Proof of income can be provided by most recent consecutive pay stubs equal to two-month's pay from a job in a field that the earner(s) has held consistently for at least 1 (one) year, proof of amount of Social Security/Annuity income, or a form of guarantee acceptable to the Agent. If monthly rent is being guaranteed by a program, your supplemental income must be verifiable **and** complete the total income qualifications above. Please note that all intended leaseholders must meet the minimum income requirement by themselves, all others will be considered for occupancy only.

ALLOWED MAXIMUM NO. OF OCCUPANTS:	<u>H.U.D. (Federal)</u>	<u>D.C. (Local Law)</u>
1 Bedroom Apt.	2 Occupants	3 Occupants (2+1)*
2 Bedroom Apt.	4 Occupants	5 Occupants (4+1)*
3 Bedroom Apt.	6 Occupants	7 Occupants (6+1)*

*All occupants of an apartment shall be viewed as individuals without consideration of their age or sex.*

*\* formula per DC laws, rules and fair housing regulations.*

All applications will be processed within 5 to 10 business days after complete application submission and verification. Applications not actively pursued by the applicant(s) will be removed from consideration after 30 days and the applicant will need to start the application over, including a new application fee.

All occupants 18 years of age or older **must** submit an Adult Occupancy Application for residency, and should include income information which may be used as further inducement for acceptance of the applicant(s).





Smoke Free  
Pet Free

OASIS REALTY SERVICE, MANAGING AGENTS  
RENTAL OFFICE, 301 ANACOSTIA ROAD, S.E., Suite #101  
WASHINGTON, D.C. 20019 (202) 582-2535 (o) (202) 575-0414 (f)

Appl. Fee Paid

# Application for Apartment Lease

( )

A **Non-Refundable Application Processing Fee in the amount of \$35** must be submitted for **Each Adult Applicant (18 yrs. +)**.  
Make Payable to: **Oasis Realty Service.**

The undersigned hereby applies for, and offers to execute a lease, in the form used by OASIS REALTY (Agent).

*Applicant Name			* Date of Birth			* SS#	/	/	
*Current Address			City			State	Zip	Yrs. Lived here	
*Applicant's: Phone#			*Applicant's: Email						
Current Landlord to which Rent is Paid			*Landlord's: Ph. #:			Landlord's: Email			
Move-in date	Monthly	Utilities			Your monthly				
Move-out date	Rent NOW \$	Included? Y N			portion of rent paid \$				

\* Have you ever been sued for Rent or Repossession or attended court with a landlord? Yes No ← Circle One  
If yes, explain. \_\_\_\_\_

Employed by \_\_\_\_\_ Job Address \_\_\_\_\_ Work Phone # \_\_\_\_\_  
Occupation \_\_\_\_\_ Supervisor \_\_\_\_\_ Years Employed \_\_\_\_\_

\* Sources of Income per month:

Salary (Net - monthly)	\$ _____	Food Stamps	\$ _____	
SS/Annuity	\$ _____	Voucher Award Amt.	\$ _____	Type: _____
SSI	\$ _____	Other	\$ _____	
TANF	\$ _____			
Alimony/Child Support	\$ _____	* Total Net Income	\$ _____	per month

\* Additional Occupants (Other than Leaseholder):

Name	Age	Relationship	Name	Age	Relationship
1) _____			2) _____		
3) _____			4) _____		

Name of Bank or Credit Union \_\_\_\_\_ Checking  Savings

\* Are you willing to consider paying your rent with monthly or biweekly ACH or direct deposit from your salary? Y N

Nearest Relative \_\_\_\_\_ Relationship \_\_\_\_\_ Phone# \_\_\_\_\_  
Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

\* Mother's Maiden Name: \_\_\_\_\_

\* Applicant is applying for a (1  2  3  bedroom Apartment to be occupied as a residence for a term of one year continuing thereafter, month to month. **A monthly rent is payable in advance on the first day of each month.** A Security Deposit, equal to a full month's rent, must be paid before lease is signed, unless a form of guarantee acceptable to the Agent is received. Apartment will not be occupied by persons other than those set forth in the application. **NO DOGS, CATS, OR OTHER PETS** will be allowed in the apartment or on the premises. Tenant's Possession of the Apartment unit will not begin until lease is signed, Security Deposit and the first month's rent paid or satisfied in full, and all other requirements for occupancy fulfilled. Applicant hereby agrees that he/she will conform to the rules and regulations herewith and hereafter made by the Owner and/or Agents in connection with the management and operation of the building(s), parking, parking lot, and/or appurtenances thereto.

\* Initials Here: 1) \_\_\_\_\_; 2) \_\_\_\_\_ (CONTINUED OVER...)

**\* Previous Addresses**

1) Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Landlord's \_\_\_\_\_  
Name: \_\_\_\_\_ Dates Occupied \_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_ Landlord's \_\_\_\_\_  
Phone# \_\_\_\_\_

2) Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Landlord's \_\_\_\_\_  
Name: \_\_\_\_\_ Dates Occupied \_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_ Landlord's \_\_\_\_\_  
Phone# \_\_\_\_\_

**\* Educational History (highest level achieved) \_\_\_\_\_ Dates of Attendance \_\_\_\_\_**

**\* Present to Past Work History for the last five (5) years:**

<u>Employer</u>	<u>Dates</u>	<u>Supervisor</u>	<u>Phone</u>
1. _____			
2. _____			
3. _____			
4. _____			

\* Applicant has received and reviewed application documents entitled "Application Instructions," "Rental Criteria," and "Rules and Regulations," and thusly confirms an understanding of the agent's application policies and rental criteria, and expressly agrees that he or she, all of his or her family members, and all of his or her guests and invitees will conform to the rules and regulations and policies as stated.

(1) \_\_\_\_\_ (2) \_\_\_\_\_  
Signature Applicant 1 Signature Applicant 2

It is clearly understood **that this Application for Lease is subject to approval and acceptance by the Owner**, and when so approved and accepted by the Owner, the applicant, after being notified of acceptance, agrees to execute the written lease, pay the first month's rent and security deposit and meet all other rental conditions before possession of the apartment unit is established.

The Landlord follows Fair Housing Regulations. This Application for Lease may, without designating cause, be disapproved by Landlord, it being agreed that any such disapproval shall not be considered a reflection upon the applicant(s). If approved, this application is to be made part of the Lease entered into by the applicant and the landlord.

I, hereby, authorize the Owner and/or any agents of **the Landlord, to use any consumer reporting agency, credit bureau or other investigative agencies or other person(s)**, to investigate the references herein listed or statements or other data obtained from me or from any other person pertaining to my **employment history, credit, prior tenancies, character, etc. to obtain a consumer report and such other credit or other information which may result thereby, and to disclose and furnish such information to the Owner/Agent(s) in support of this application.** I have been advised that I have the right, under section 606B of the Fair Credit Reporting Act, to make a written request, within reasonable time, for a complete and accurate disclosure of the nature and scope of any investigation. I agree to all provisions and requirements of this document, and further agree that if, therefore, any answers or statements herein are deemed to be false or misleading, it shall be considered that any lease granted by virtue of this application may be terminated at Owner's/Agent's option.

**\*Print name** \_\_\_\_\_

**\*Applicant Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**(This Application is NULL AND VOID if NOT Signed!)**

**Oasis Realty Managing Agents**



(Application) Rules and Regulations for Minnesota Terrace Apartments

It is the desire of the Owners and Management to maintain these dwelling units in the best condition and to insure quiet enjoyment of the premises to all of the tenants. Your cooperation at all times is required in order to achieve this goal. For this reason, the following rules and regulations are hereby made a part of the Lease Agreement and set forth below. Thus, it becomes the responsibility of the Tenant(s) to learn and abide by them. These rules and regulations are subject to change in accordance with the provisions of your lease.

**Move-In and Move Out**

1. There shall be in the office for each Tenant, a lease application and a signed lease. One copy of the signed lease will be provided free of charge to each leaseholder upon signing. Additional copies may be requested by the leaseholder(s) for a charge of **\$5.00** per copy.
2. Apartment will not be occupied by persons other than those set forth in the application for lease (no Sub-Leasing). Tenant will keep on file with Landlord or Agent current written information with any changes to Tenant's Job, income, occupants, visitors, guests, vehicles, phone numbers, marital status, family size change, nearest relative, driver's license, legal name, emergency contact, etc.
3. No moving of furniture in or out of apartments between the hours of 7:00 P.M. and 7:00 A.M.
4. Prior to moving out, a full thirty- (30) days-notice to vacate must be in writing and given to Management **before** the 1st of the month beginning the thirty-day notice. Any notices received after that will be accepted as of the 1st of the following month. (See Lease # 17)
5. Tenant(s) must obtain a check out date and time for a moving inspection from the landlord, in writing, at least 48 hours before the move-out date stated in tenant's thirty-day notice to vacate.

**Repairs and Maintenance**

6. Tenants with apartments below their unit must keep at least eighty percent (80%) of all wooden floor surfaces inside their unit covered with area rugs at all times.
7. Floors and floor coverings must be cared for as follows:
  - A. Wood Floors – use only manufacturer recommended commercial cleaner and paste wax. (No water)
  - B. Tile Floors – wipe with damp cloth or mop.
  - C. Carpets/Rugs – must be vacuumed often, steam cleaned or shampooed, with manufacturer recommended cleaning products, at least every three months. Recommend immediate spot cleaning with a product such as Folex to avoid permanent stains.
8. No locks shall be changed or added by anyone not affiliated with or instructed by Oasis Realty Service management.
9. No tacks, nails, screws, hooks, or other objects are to be placed in doors, walls, floors, ceilings or woodwork.
10. Care must be given by all occupants and their guests to prevent foreign objects from being placed in toilet bowls, face bowls, tub and sink drains, or Tenant will be charged for repairs accordingly.
11. Tenants must replace their own light bulbs using a maximum of 60-watt fluorescent or L.E.D. bulbs only, in all light fixtures.
12. Screens must not be removed except for cleaning, and must be replaced immediately. A charge will be made for repair or replacement of damaged screens.
13. No motorized electrical appliances or heat-generating devices (gas or electric) may be used or kept in apartment without written permission from management. No hot plates, burners, grills, or other heating or cooking devices are allowed on any part of the apartment complex's property at any time by tenants, their guests or invitees. Any such permission does not imply any safety or warranty of such product(s) or its use. You will be held responsible for any and all damages resulting from such usage.
14. Do not carry any open containers of bleach or detergent soap from the apartment to the laundry room. Spilled bleach on flooring can cause discoloration. Tenants are responsible for reading and following the rules and regulations established and posted by laundry facility vendors. Contact laundry facility vendors for reimbursements of funds or malfunctioning of equipment. The laundry equipment and business belong solely to vendors (as posted in laundry facility) and Tenant(s) use these facilities at their own risk. No one under 18 years of age is permitted in the laundry facilities without being accompanied by an adult at all times.
15. Tenants will be held liable for damage or injury to persons or property, the apartments, buildings or grounds caused by their household members, guests, or invitees, and will be charged for repairs and all costs of liability accordingly.
16. All tenant trash, garbage, and refuse must be placed in the Dumpster or recycling cans located on the parking lot according to D.C. code – see available RECYCLING FLYER. (No furniture, bedding or other large articles). Children should not be allowed to take out trash if they can't reach the top of the can, nor operate the sliding doors nor know which trash is recyclable.
17. Nothing may be used that overloads the electrical system causing damage in the Tenant's apartment or Tenant will be charged accordingly.
18. Nothing is to be kept, stored, or dried in HVAC rooms. Tenants may not tamper with any equipment in the HVAC or Furnace room.

19. No Repairs or Installation of Electric, Gas, Plumbing, Cable T.V., Telecommunications, Electronic devices or equipment or systems may be made without prior written approval by Landlord.

20. TENANT(S) **MUST OBTAIN A RENTER'S INSURANCE POLICY** PRIOR TO MOVE IN AND NAME LANDLORD AS "**ADDITIONAL INTEREST**" (Not 'Additional Insured'). TENANT(S) **MUST MAINTAIN A RENTER'S INSURANCE POLICY** AT ALL TIMES DURING THEIR TENANCY UNDER THIS LEASE.

### **Community Living Standards**

21. Tenants are responsible for the conduct of their children, visitors, invitees and guest(s).

22. The use of waterbeds or other such heavy or potentially destructive items are prohibited.

23. No dogs, cats, or other pets will be allowed in the apartment or kept on the premises at any time.

24. Smoking is prohibited in all common areas in consideration of your non-smoking neighbors. Also, Tenants, their guests and invitees must not interfere with the proper operation of smoke detectors or fire alarm systems in or out of the apartment/building. Do not smoke in bed since this is a common fire hazard. You should inform Landlord if you or your guests are smokers. Smoking around Children under 18 is forbidden.

25. Nothing is to be kept or placed in halls or stairwells or placed on outer ledges or hung from windows, fences, or any other common areas.

26. It is Tenant's Responsibility to NOTIFY MANAGEMENT IN WRITING IMMEDIATELY if extermination or other maintenance service is needed.

27. Children (0-18 years of age), including guest & invitees, must not use common areas of the property to play, and when not inside an apartment unit they must be physically accompanied and supervised by the Tenant at all times, this includes the laundry room.

28. No congregating (sitting or standing), singularly or in a group, in common areas including but not limited to, halls, steps, walkways, landscapes, or in parking areas. The roof is strictly off limits to all Tenants, occupants, their guests and invitees.

29. No loud gatherings of any type. No other gatherings of any type on any of the apartments' property outside your unit.

30. No loud T.V., radio, tape/c.d. player, instrument or any other noisy device playing. No walking on, playing on, littering on or damaging landscaping.

31. While on any part of the common area of the leased premises (i.e. Minnesota Terrace Apartment grounds) the Tenant(s), their guests, invitees, etc. must wear appropriate protective foot coverings (shoes) and be decently clothed on both the top and bottom half of their bodies, no person may be topless or bottomless (without covering) at anytime outside of their own apartment unit.

### **Parking Lot**

32. **Use of the parking lot and associated driveways is NOT granted under your lease !!! Tenants and their guests may Not use the parking lot and associated driveways for walking, driving or any other purpose unless Landlord grants written permission in the form of a valid parking pass issued by the management office. Tenants and their guests must come and go from their apartment units by using designated sidewalks and stairs from the public street to their unit.** Parking spaces are limited and only available to authorized users on a "first come, first serve" basis. Only one vehicle per apartment unit will be considered for registration at Landlord's sole discretion. Use of the parking lot and associated driveways is done at vehicle owners' sole risk. All vehicles must be registered with management to obtain a valid parking pass. Unauthorized vehicles and other objects may be removed from the parking lot and associated driveways without notice.

33. Generally, there are No Parking spaces available for Visitors/guests, however Tenants may request a one-day pass for visitors/guests to park in the center isle Only (if space is available and at Landlord's sole discretion). Use of the parking lot is done at vehicle owners' sole risk.

34. If and when Landlord grants anyone conditional access to the parking lot it is for personal use for their passenger type vehicle only (NO: Commercial vehicles, STORAGE, boats, trailers, NO trucks over two axels or 8 feet in height, etc.).

35. All vehicles using the parking lot with Landlord's parking pass must be mobile and have valid DC tags and inspection decals (visiting vehicles from other states, with temporary parking passes, must also be mobile and have valid tags, registration and inspections).

36. Tenants, their guests and invitees may not operate, ride or park the following items in or around the parking or common areas of the apartment complex: skates, skateboards, bicycles, tricycles, motorcycles, go-carts, rollerblades, scooters, hover boards, Segway, or any moving vehicle not properly licensed for transportation by the District of Columbia government.

37. No double-parking, idling or standing on driving lanes. No parking in reserved spaces. Handicapped spaces require display of valid DC handicap tag or placard. **Management reserves the right to have any vehicle towed at any time for any reason at vehicle owner's expense.**

38. No washing of vehicles on the premises except with water from a bucket provided by the tenant(s). No water hoses.

39. No one shall perform any prolonged, oily, noisy or debris-causing repairs of any kind on common areas, such as the parking lot. For example, auto and bike repairs are prohibited in common areas.

40. Management reserves the right to refuse or grant access to the parking lot for any reason at any time including but not limited to maintenance or repair of the lot, change in use of space, or limited space needs.

**If any Tenant, occupant, their guests or invitees violate any rule or regulation contained herein, the Tenant(s) shall be assessed an administrative fee, for processing said violation, of \$25.00 (twenty-five dollars) (not including any other fees that may come due hereunder) for each occurrence thereof and said fee(s) shall become due and payable and added to their rental ledger as additional monies owed to the Landlord. If Tenants, their guests or invitees continue in violation of the rules and regulations, the Tenant will also be given a 30-day notice to vacate/cure or quit.**