



INFORMATION ON CO-SIGNERS

Prospective Tenants who may not otherwise be eligible to rent from Artisan Services because of *insufficient income* may still be eligible by having another person co-sign the Rental Agreement and Rules and Obligations of Tenancy. A co-signer does not live in the unit the tenant is applying to rent, but is otherwise **fully responsible** under the Rental Agreement and “Rules and Obligations of Tenancy.” Co-signers are usually parents or other close relatives.

The minimum requirements for a co-signer are:

- Must be 21 years of age or older.
- Must be employed full time for at least two years with the same employer.
- Must earn at least four times the amount of the monthly rent for the unit for which the prospective tenant applies.
- Must have known prospective tenant for at least three (3) years.
- Must complete a “co-signer application” available from Artisan Services and present a photo ID.

If all of these requirements are met, and the co-signer is approved, he/she will sign the Rental Agreement along with the prospective tenant. The co-signer will then be responsible for any rent, repair costs, or other damages assessed to the tenant’s account if the tenant fails to pay. Any notices of violations of the Rental Agreement will be sent to the co-signer as well as the tenant.

If a prospective tenant wishes to have a co-signer, he/she should obtain a “co-signer application” from Artisan Services, have the co-signer complete it and return with the co-signer, to Artisan Services to leave the required deposit and sign the Rental Agreement. Should you have any questions, please contact our office.