



## *Southridge Apartments, Inc.*

PO Box 448

Kingfisher, OK 73750

Phone: 405-375-5726 Fax: 405-375-5726



### **OCCUPANCY POLICY**

1 BEDROOM	1 - 3 OCCUPANTS
2 BEDROOM	2 - 5 OCCUPANTS
3 BEDROOM	3 - 7 OCCUPANTS

Management must approve all exceptions. Applicant/tenant must request in writing the reason for an exception along with documentation supporting the request. Management will review all exceptions on a case by case basis. It is management's intent to fulfill the needs of the applicant/tenant while fulfilling the program directive to avoid "overcrowding" a unit or "under housing" a household.

Single individuals applying at a property at which no one-bedroom apartments exist will be considered eligible for a two-bedroom apartment.

If an exception is approved and a household moved into an apartment for which they are not eligible by the guidelines above, a "LEASE ADDENDUM for OCCUPANCY INELIGIBILITY (Oklahoma)," release date 12/08/2009, must be completed and signed by the tenant/co-tenant.

Vacant units will be filled in accordance with the priorities established by RD Handbook 3560-2, Chapter 6, Section 3 (*7 CFR 3560.157*).