

## RENTAL QUALIFICATIONS

Welcome, please review our rental qualifications. All persons 18 years of age or older will be required to complete a rental application. Applicants must be 18 years of age or older unless deemed to be an adult under applicable law (familial status) with respect to the execution of contracts. Married applicants will be processed as a joint application and the scores will be averaged. All applicants must present a valid U.S. government issued photo I.D. such as a driver's license, or passport and have a valid social security number (using another person's SSN or a fake I.D. will automatically result in a Automatic Denial). This is our current rental qualifications; nothing contained in these qualifications shall constitute a guarantee or representation that all residents and occupants currently residing in the community have met these standards. There may be residents and occupants that have resided in the community prior to these qualifications going into effect; additionally, our ability to verify whether these requirements have been met is limited to the information we receive from the report provider. It is the policy of this company to comply with all applicable fair housing laws including those which prohibit discrimination against any person based on race, sex, religion, color, familial status, national origin, sexual orientation or handicap. It is our practice to process applications as described below and rent to those that qualify.

**1. Income** – Applicants must have monthly gross income of at least three (3) times the monthly rent or saving to offset shortage of income for the term of the lease. Example: \$1500 monthly gross income/ 3 = \$500 max monthly rent. Non-taxable income may be multiplied by 1.3 to compensate for net income. Income or employment verification may be confirmed by fax or phone along with copies of the two (2) most recent pay stubs, offer letter, tax forms or statements. Roommates that need to combine incomes to qualify will be scored for a higher deposit. If an applicant is to begin a new job shortly, the applicant must provide an offer letter on employer letterhead with starting salary which must be 3 times the rent, start date, and terms from the employer. If the applicant is self employed, such applicant must provide the previous year's income tax return and the previous two month's bank statements. Subsidy programs which require a contract between the landlord and government, child support and alimony are not accepted income sources. Relative co-signers will be accepted for lack of income; however they must have "Accepted" credit and verifiable gross monthly income of 5 times the rent. Applicants with insufficient income and/or without an approved co-signer will be DENIED.

**2. Credit** – A credit report will be completed on all applicants to verify account credit risk ratings, validity of social security number and information provided by applicant. The credit provider issues a decision on the credit portion of the application of 1) ACCEPT (credit approved), 2) CONDITIONAL (credit approved with increased deposit), 3) DENIED (Credit and/or identification is unacceptable). Accounts which will negatively influence this score include, but are not limited to: collections, charge-offs, repossession, late payments, evictions, tax liens, bankruptcy, multiple identities, fraud alerts and a social security number associated with fraud or misuse. Current or open bankruptcies are denied. Applicants with little or no credit history score a Conditional decision and will require an additional form of identification. Management may make exceptions for documented reporting errors.

**3. Criminal History** – The application will be AUTOMATICALLY DENIED if any of the following are discovered: sex offences, drug trafficking, violent crime, harassment, terrorism or threat to safety of others, burglary, theft, arson, vandalism, and active probation, parole, no-contest pleas, or waiting trial or a court decision on any of the above. This application process is NOT a guarantee or representation that residents or occupants currently residing in our community have not been convicted of or subject to the above listed convictions or sex offenses requiring registration under applicable law. Current residents or occupants may have resided in the community prior to this criminal inquiry process going into effect. Further, management is unable to know who is visiting or what occupants might have intentionally avoided the application process, and cannot warrant the results. This criminal inquiry process should not be relied upon for any assurances of safety.

**4. Rental / Mortgage History** – Applicant(s) must have a verifiable positive rental or mortgage payment history (from non-relative). Applicants not having a rental or mortgage history will be scored for a higher deposit. A mortgage payment history with more than 3 late payments in 12 months will be scored for a higher deposit. Rental history can cause the application to be AUTOMATICALLY DENIED for the following reasons: A history of unpaid rental housing debt, disturbing neighbors, damaging property, poor housekeeping (bed bugs, fleas, roaches or pet waste), illegal behavior, unauthorized pets or occupants, vandalism, police intervention, legal disputes, rental payment history with more than three (3) late or NSF payments within the last year, prior/present landlord would not re-rent, applicant omitted or falsified rental history or history is contrary to lease application.

**5. Occupancy Maximum** – 2 persons per bedroom. An infant may exceed the total occupancy level by one person until 18 months of age.

**6. Animals** – No more than two non-service animals, each being no more than 15” at the shoulder at **full-grown stage** are allowed per apartment. Aggressive breeds (at discretion of landlord) will not be allowed. These include, but are not limited to, Doberman Pincher, German Shepherd, Rottweiler, Pit Bull, (any mix there of). Exotic animals such as reptiles, rodents, and poisonous animals such as tarantulas, insects and poisonous fish are not allowed. A **\$200 non-refundable pet fee will be required per pet, plus \$30 per month per pet rent.** Service animals (w/certifying documents) are not considered pets and are excluded from the above conditions and fees.

**7. Vehicles** – Two vehicles allowed for one and two bedroom apartments and three vehicles for three bedroom apartments. Vehicles must be operational without damage and have current registration. Boats, trailers, campers, motor homes and large trucks are not allowed to park on property.

**Any falsification in Applicant’s paperwork, providing fake social security numbers, omitting rental history, false identity, etc., will result in an Automatic Denied decision on the Application. Management may deny an applicant for behavior displayed during application which would normally be a violation of the lease. Multiple Applicants will be scored together and if any of the Applicants score an Automatic Denial, then all the Applicants will be Denied. Approved applications are good for 60 days. An application will be processed when the Application has been fully executed and returned with copies of the proof of income, copy of I.D. and payment of the non-refundable application fee. Guarantors or co-signers will not be accepted for Denied applications. Sub-leasing or LEASING FOR SOMEONE IS NOT ALLOWED. Management leasing employees do not control the decisions passed down by the credit processing company or the accuracy of the reports. I acknowledge I have read and understand these Rental Qualifications.**

**APPLICANT(S) SIGNATURES**

x \_\_\_\_\_ (print name) \_\_\_\_\_ Date \_\_\_\_\_

