



RENTAL QUALIFICATIONS

It is our policy to rent to the first qualified and approved applicant(s) that are ready to sign a lease and pay the rent and deposit on an available apartment on a given day. 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 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 (Disqualified/Denied). Nothing contained in these qualifications shall constitute a guarantee or representation that all residents and occupants met these standards. Our ability to verify these requirements is limited to the information we receive from the report provider, cooperation we receive from applicants and accuracy of public information. 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, color, religion, national origin, familial status, disability, handicap, sex, gender identity, sexual orientation, lawful source of income, arrest history, prior military service, or homeless status. 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 savings to offset a shortage of income for the term of the lease. **Example: \$3,000 monthly gross income/ 3 = \$1000 max monthly rent.** 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, statements or housing voucher. 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. In addition to wages, subsidy programs that provide a housing voucher, income derived from social security, pension, child support, foster care subsidies, alimony or any form of federal, state, or local public assistance or housing assistance, Section 8 vouchers and any other form of lawful and verifiable income will be accepted, provided the applicant meets all other qualifications. Relative co-signers may be accepted for lack of income; however, they must have approved credit (Accept) and verifiable gross monthly income of 5 times the rent. Applicants with insufficient income and without an approved co-signer will be Disqualified-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 (Disqualified-Denied). Applicants with little or no credit history will 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 may be Disqualified-Denied if any of the applicants or anticipated occupants have been convicted of certain crimes committed during a reasonable time prior to application, subject to limitations and exceptions by local ordinance, state and federal law. Such crimes against people and property are evaluated on severity, repetition and the time since the offense occurred. Any conviction where state and/ or federal law prohibits the person from being eligible for public housing, HUD and other federally subsidized housing will be grounds for denial. The applicant's history is evaluated by a third-party criminal reporting agency based on this criteria. Denied Applicants may appeal the decision and provide additional information in writing within 7 days

of being notified of the decision for further consideration. Omitting or failure to disclose all criminal history on application is grounds for denial. This application process is NOT a guarantee or representation that residents or occupants residing in the community have not been convicted of violent crimes or sex offenses. 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) not having a verifiable positive rental or mortgage payment history (from non-relative) may 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 Disqualified 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 highest point of the back 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 Pinscher, German Shepherd, Rottweiler, Pit Bull, Mastiff (any mix thereof). Exotic animals such as reptiles, and poisonous animals such as tarantulas and insects 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 a current license plate. Boats, trailers, campers, motor homes and vehicles larger than a pickup truck are not allowed to be parked on property. Vehicle storage and maintenance is not allowed on the property.

Any falsification in Applicant’s paperwork, providing fake social security numbers, omitting rental history, omitting criminal history, false identity, etc., will result in a Disqualified and Denied decision on the Application. Management may deny an applicant for behavior displayed during the application process which would normally be a violation of the lease. Multiple Applicants will be scored together and if any of the Applicants score a Disqualified-Denied, 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. Sub-Leasing or LEASING FOR SOMEONE IS NOT ALLOWED. Only persons listed on application may occupy apartment. Management does not control the decisions passed down by the credit and criminal reporting agencies or the accuracy of the reports.

I have read and understand these Rental Qualifications.

APPLICANT(S) SIGNATURES

x _____ (print name) _____ Date _____

x _____ (print name) _____ Date _____

x _____ (print name) _____ Date _____

x _____ (print name) _____ Date _____