***Resident Screening Criteria***

 We comply with all federal, state and local fair housing laws, and do not discriminate with regard to race, color, religion, national origin, sex, disability, familial status, source of income or any other characteristic protected by law. In accordance with the law as well as our company policy, we do not show or offer housing accommodations according to race, color, religion, sex, national origin, disability, familial status, sexual orientation, gender identity or expression, military status, creed, or source of income of current or prospective residents. We welcome all qualified Residents.

Please read the following instructions carefully as to what you will need when submitting your rental application.

1. **PURPOSE OF THIS DOCUMENT:** We welcome all persons to apply to become a tenant but present the below criteria in an attempt to inform the applicant of the requirements so that they can make an informed decision of whether they believe they can qualify as a tenant. Each adult over the age of 18 must apply, regardless of marital status.

2. **CREDIT AND CRIMINAL BACKGROUND CHECK:** Each applicant over the age of 18 will be required to submit to a credit and criminal background check. Landlord shall charge a fee equal to the actual cost of the search performed by Landlord or a third-party designated by Landlord or $20.00, whichever is less and is a non-refundable fee. There are no exceptions, it is important that you review this document carefully before applying, making certain that, to the best of your knowledge, you meet the rental qualifications stated.

4. **INCOME:** Applicants must be able to show 2.5 times the amount of Rent from lawful source of income. Lawful Source of Income shall include, but not be limited to, child support, alimony, foster care subsidies, income derived from social security, or any form of federal, state or local public assistance or housing assistance including, but not limited to, section 8 vouchers, or any other form of housing assistance payment or credit whether or not such income or credit is paid or attributed directly to a landlord, and any other forms of lawful income.

5. **SELF-EMPLOYMENT / RETIREMENT:** If the applicant is self-employed or retired, the applicant must provide proof of income and/or the ability to pay rent for the term of the lease by furnishing copies of federal income tax returns filed for the past **two years**, or a current certified financial statement, and/or photocopies of the applicant’s three most recent bank statements.

6. **CREDIT HISTORY:** An extensive, negative history is grounds for the denial of the application. in order to determine credit worthiness, each applicant’s FICO score will be obtained. Credit history cannot have any outstanding balances to utility company or active bankruptcy that has not been discharged. Applicants must have a credit score of 650 or higher. Scores below 650 can sometimes be approved with conditions. Applicants may be required to have a co-signor and you must have excellent income. Applicants that have a non-existent credit rating may result in denial or require a co-signor. Applicants with an open bankruptcy will automatically be denied. All information showing on the credit report, except for prior eviction history, is subject to verification, including previous address and place of employment.

I consent to allow the Landlord/Owners through its agents and employees to obtain and verify my credit information, criminal history, investigate consumer report, employment, income and landlord references, for the sole purpose of determining whether or not to lease me an apartment. I understand that should I lease an apartment, the landlord shall have a continuing right to review those items in addition to my residency information from any source and may exchange credit information with consumer reporting agencies. I also affirm that this application is true and accurate. I understand that if the above information provided proves false, it will be deemed an event of default under any such lease, or renewal and Landlord/Owners may cancel and annul any lease given in reliance upon such information.

Applicant Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Applicant Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Manager/Agent’s Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_