

Statement of Rental Policy

We are an equal opportunity housing provider. We fully comply with the Federal Fair Housing Act. We do not discriminate against any person because of race, color, religion, sex, handicap, familial status, or national origin. We also comply with all state and local fair housing laws.

Apartment availability policy. Apartments become available when they are ready to rent. A vacant apartment will not be deemed available until it has been cleaned, repainted, and prepared for a new resident.

Occupancy guidelines. To prevent overcrowding and undue stress on plumbing and other building systems, we restrict the number of people who may resident in an apartment. In determining these restrictions, we adhere to all applicable fair-housing laws. We allow two persons per bedroom. For example, a one-bedroom apartment could house two people, and a two-bedroom could house four people. Roommates – each are fully responsible for the entire rental payment and all must execute the lease.

Application process. We evaluate every apartment application in the following manner. You must submit a rental application and answer all questions on the form. You must pay the nonrefundable application fee. We will determine whether, from your responses to the application questions, if you qualify for the apartment you are applying for. If you do not, we will reject your application. If you do, we will send your application to our screening company, which will check your credit report, criminal history and employment and rental references to confirm that they meet our rental criteria. If you meet our criteria, we will approve your application. This process can take up to three (3) business days. We will rent available apartments to applications in the order that their applications are approved.

Rental criteria. To qualify for an apartment/townhome you must meet the following criteria:

Income – Your monthly income must be at least two and a half (2.5) times the monthly rent. You must be able to prove at least 6 months of current or 12 months of continuous employment immediately preceding the date of your application. Documentation is required for self-employment.

Rental History – You must have satisfactory rental references from at least two prior landlords. If you have ever been evicted or sued for any lease violation, we will reject your application. Resident at present or immediate past address from no less than six months.

Credit history – Your credit record must currently be satisfactory. If your credit history shows any unpaid debts, unpaid utilities and or more than 30% negative credit we will deny your application.

Criminal history – If you have ever been convicted of a felony, we will reject your application. If you have been convicted of a misdemeanor involving dishonesty or violence within the past five years, we will deny your application.

Age – You must be at least 18 years of age to contract for lease.

Guarantors – If you do not meet one or more of the above criteria, you may be able to qualify for an apartment if you get a third party to guarantee your lease. The guarantor must pass the same application and screening process that you must pass, except that we will deduct the guarantor's own housing costs before applying his or her income to our standard and the monthly income must be six (6) times the monthly rent.

Cars – No more than 2 vehicles per apartment. All motor vehicles must be operational with current tags and inspection stickers. Auto mechanical work is not permitted on the property.

Rent is due and payable without demand on or before the first day of the month. All payments must be made in the form of a check or money order. Cash is not accepted as a form of payment.

Resident

Date

Resident

Date