

RENTAL APPLICATION



RENTAL QUALIFICATION STANDARDS

Welcome to our community. Before you apply to rent an apartment home in our community, please take the time to review this screening policy. All persons 18 years of age or older, not dependents and not married, will be required to complete separate rental applications. Applicants legally married or with adult dependents, and applying for residency will be required to complete a joint application. The term “applicant(s)” under this policy means the person or persons that will be signing the Lease as “residents”; the term “occupant(s)” in this policy means the person or persons that are authorized occupants under the Lease.

Please also note that these are our current rental criteria; nothing contained in these requirements shall constitute a guarantee or representation by us that all residents and occupants currently residing in the community have met these requirements. There may be residents and occupants that have resided in the community prior to these requirements going into effect; additionally, our ability to verify whether these requirements have been met is limited to the information we receive from the various resident credit reporting services used. It is the policy of this community 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 or handicap.

It is the policy of PLUS Management to uphold the Fair Housing Laws and not deviate from these policies.

AVAILABILITY: Applications for apartments will be accepted on a first come, first serve basis. All information on the application must be complete, accurate and verifiable. All appropriate application fees and deposits must be paid before an application will be accepted and/ or processed. Apartments will be reserved for applications based on the availability of the unit type requested by Applicant.

APPLICATION FEE: \$50.00 non-refundable per person

NEW RESIDENT NAME: _____

ADDITIONAL RESIDENT: _____

CONTACT PHONE: _____

EMAIL ADDRESS: _____

ANTICIPATED MOVE IN DATE: _____

APARTMENT PREFERENCE: _____

DATE: _____



LEGAL RESIDENCY: All applicants and prospective occupants must provide appropriate verification of their lawful residence in the United States as requested by Management.

RENTAL RATES: Rental Rates are subject to change without notice.

RENTAL APPLICATIONS: A rental application must be truthfully completed for each prospective applicant and/or occupant who is of the legal age of eighteen (18) or older and who will occupy the apartment. Any false information may cause application to be rejected or lease to be nullified. A non-refundable application processing fee will be required for each applicant. This fee may vary from property to property. The applicant's information will be entered into a scoring system, which determines both rental eligibility and the Application deposit amount, which will be required. All adult occupants (non-lease holders) will be required to complete a rental application and meet guidelines as outlined below for qualification pertaining to credit and criminal background checks.

STATE AND LOCAL LAW: To the extent state or local law differs from these guidelines, then state or local law will govern.

APPLICATION EVALUATION:

Occupancy Guidelines : The following occupancy standards apply.

Bedrooms	Non-Familial	Familial*
One Bedroom	2 persons per bedroom	2 persons per bedroom
Two Bedroom	1 person per bedroom	2 persons per bedroom
Three Bedroom	1 person per bedroom	2 persons per bedroom

* A family may occupy an apartment if the family does not exceed two persons per bedroom *plus* a child who is less than 18 months old *and* who sleeps in the same bedroom with the child's parent, guardian, legal custodian, or person applying for that status. Residents who have a newborn less than 18 months old at the time of rental application or has reached 18 months during the lease term, will be required, upon the end of the current lease term, to either:

- i. Transfer into another available apartment which has more bedrooms; or
- ii. Move out

Rent for the new apartment will be at the rental rate at the time the lease is entered into for the new apartment. For the purposes of this occupancy policy, a "family" shall consist of the following: one or more individuals (who have not attained the age of 18 years) being domiciled with: (i) a parent or another person having legal custody of such individual or individuals; or (ii) the designee of such parent or other person having such custody, with the written permission of such parent or other person. The term "family" shall also apply to any person who is pregnant or is in the process of securing legal custody of any individual who has not attained the age of 18 years.

Screening Criteria: An outside consumer reporting agency is used in connection with the verification of applicants' income, credit, rental, and criminal history. In addition, based on their credit history and debt to income ratio, applicants may be required to provide evidence of income and rental history and larger than standard deposit satisfactory to management and as requested by management. The consumer reporting agency considers a number of factors in its determination, including, but not limited to, the following: credit history, criminal history, income, applicant's debt and debt service requirements, debt payment history, eviction history, Social Security fraud history, information about applicants contained in databases of Federal, state, and local law enforcement organizations, and other such relevant information.

Credit: Good credit history is required for standard acceptance. Applicants with no credit, slow credit or marginal credit may be approved with an additional Application deposit. Information from several credit reporting agencies may be used to determine credit status.

Occupancy History: Plus Management reserves the right to verify up to 24 months of rental history. A positive record of prompt monthly payment, sufficient notice given and no damages is expected. Renting from a relative is not considered rental history; as a contract performance cannot be determined. Home mortgages can substitute for rental history. If there is no rental history, application may be approved with an additional Application deposit. Management reserves the right to request a notarized copy of rental history from individual landlords and a copy of the original lease document.

Employment: Proof of stable and verifiable current employment must be provided. Annual income is taken into account as a portion of the approval process.

Acceptable methods of proof of income may include: recent pay-stubs; a letter from the employer on company letterhead; the most recent W-2 form; or, for self-employed applicants, a copy of the most recent tax return or certified verification from his/ her company accountant or bank. Individual applicants must gross 3X the monthly rent; roommates must each gross their pro-rated share of 3X the monthly rent.

Criminal Background: A criminal background check will be conducted for each applicant and prospective occupant who is of the age of eighteen (18) or older. The application or occupancy of any person may be denied at any time based on their criminal history, in Management's sole and absolute discretion. Criminal history for which Management may deny applications or occupancy include, but are not limited to, felony conviction OR any conviction, active parole, "adjudication withheld" or "deferred adjudication" resulting from charges related to: terrorism, crimes involving possession, manufacture, or delivery of any controlled substance, marijuana, drug paraphernalia, weapons, fraud or financial crimes, prostitution, sex, animal cruelty, OR crimes held against persons or property. International Applicants with no Social Security Number: May be approved with verification of income and employment verification, completion of criminal background check; a valid passport and a valid Work VISA or Student VISA. Additional deposit may be required if identify cannot be verified through an official government registry.

GUARANTOR/COSIGNER: In the absence of any of the above financial qualifications, with the exception of negative credit or rental history, a guarantor may be accepted. Guarantor must complete a rental application and must fully meet the credit and criminal background requirements. Guarantor's gross monthly income must equal FOUR (4) times the monthly rent. Guarantor's income and employment must be verified. Guarantor's application must be run separately from the Applicant's application. All Applicants using a Guarantor must abide by the Spectra screening recommendation. Guarantor must execute the lease

agreement, guarantor agreement and all other documents required by Management. Guarantor will be fully responsible for the lease if the Resident(s) default. Guarantor application and supporting documents must be received within 72 hours of notification or the apartment reservation will be terminated and the apartment will be available for lease in the open market.

ADMINISTRATIVE FEE: A non-refundable Administrative fee may be required at the time of application. If management rejects the application the Administrative Fee will be refunded in full. If application is withdrawn, the Administrative fee is retained as liquidated damages.

APPLICATION DEPOSIT: An Application Deposit is required to reserve an apartment. The Application Deposit, or any portion thereof, may be applied by Management to satisfy all or part of the Resident's obligations. If management rejects the application, Application Deposit will be refunded in full.

Applicant acknowledges that Owner's acceptance of Applicant as a resident at the property is conditional upon: (i) Owner's approval of this Application; and (ii) receipt of an executed Apartment Lease Agreement from Applicant. In the event any of these conditions have not been met, Owner shall have no obligation to lease to Applicant.

The Application Deposit is not considered a security deposit under this Application or applicable law. The Application Deposit will either be: (i) credited to the required security deposit pursuant to an Apartment Lease Agreement executed by Applicant; (ii) refunded to Applicant as provided herein; or (iii) retained by Owner as liquidated damages as provided herein.

Application Deposit Credited to Security Deposit

In the event that this Application is approved by Owner and Applicant meets all other conditions of occupancy, executes an Apartment Lease Agreement with Owner as and when required by Owner, the Application Deposit shall be credited towards the security deposit identified in the Lease.

Application Deposit Refunded and Administrative Fee Returned

If this Application is denied, the Application Deposit and Administrative Fee will be refunded to Applicant.

Application Deposit and Administrative Fee Retained by Owner

Owner shall be entitled to retain the Application Deposit and Administrative Fee as liquidated damages; in which case, all further obligations to lease the premises to Applicant shall be terminated if: (i) the Application is withdrawn, for any reason, after signing this Application; or (ii) the Application is accepted, but Applicant does not sign an Apartment Lease Agreement as and when required by Owner; or (iii) if the Applicant has provided false or misleading information within this Application. For the purposes of this provision, if the Applicant is required to pay an additional Application Deposit or provide a Guarantor in order to qualify for occupancy, the Application shall be deemed conditionally accepted prior to the payment of such additional Application Deposit or application from a Guarantor and the failure to pay the additional Application Deposit or present a qualified Guarantor will entitle Owner to retain the originally paid Application Deposit, even if the Application is subsequently rejected by the Applicant's failure to pay the required additional Application Deposit or inability to present a qualified Guarantor. Failure to provide documents necessary for approval including income verification documentation or rental history which results in denied status will entitle the owner to retain the application deposit as liquidated damages.

ANIMALS (PETS): Acceptable animals include domestic cats, dogs (specific breeds are not permitted-see below), turtles, non-poisonous frogs, domestic hamsters, hermit crabs, gerbils, and small domesticated birds and domestic fish. The following breeds of dogs (or any mix of the following breeds) are not permitted: Pit bulls, (this includes American Staffordshire Terriers and Staffordshire Bull Terriers), Rottweilers, German Shepherds, Huskies, Alaskan Malamutes, Doberman Pinschers, Chow Chows, Great Danes, St. Bernards, and Akitas. All other animals are prohibited, including snakes, spiders, ferrets, and iguanas. When and if an approved animal is permitted on a property, additional fees are required. Additional requirements may be imposed. This policy does not apply to disabled persons who require the use of a support animal, which will be reviewed on an individual basis. A non-refundable pet fee is due prior to your pet taking occupancy. This fee is used to cover damage caused by pets including odor control, treatment of carpet (normal wear and tear only), treatment and cleanliness of common areas, and other pet related activities undertaken to preserve the aesthetics and value of our community. Pets must be at least 6 months of age.

Acknowledgement: I have read, understand, and accept the above as qualifying standards and rental policies of this Community. Further, by signing below, I authorize a credit report(s) and criminal history records being offered, prepared, and delivered in connection with my application or tenancy at this community.

Community Name: _____ Date: _____

Application, Application deposit, and supporting documents must be received within 72 hours or the apartment reservation will be terminated and the apartment will be available for lease in the open market.

In the event this agreement and any of its provisions are contested in a court of law, the applicant is responsible for reimbursement of all attorney's fees, court costs, and related costs incurred by the landlord.

Applicant's Signature: _____ Printed Name: _____

Applicant's Signature: _____ Printed Name: _____

Applicant's Signature: _____ Printed Name: _____

EMPLOYMENT

Applicant's Employer _____ Phone () _____

Address _____

How long? _____ Position _____ Annual Income _____

Previous Employer: _____

Address _____

How long? _____ Position _____ Annual Income _____

Co-applicant's Employer _____ Phone () _____

Address _____

How long? _____ Position _____ Annual Income _____

Previous Employer: _____

Address _____

How long? _____ Position _____ Annual Income _____

SELF EMPLOYED INFORMATION

Name of Business _____ (Corporation/Partnership/Other _____)

Address _____ Phone () _____

EMERGENCY CONTACT

(Contact person in case of personal emergency – someone not living with you)

Name _____ Relationship _____

Address _____

Street City State Zip

Work Phone () _____ Home Phone () _____

CHARACTER REFERENCE

Name _____ Relationship _____

Address _____

Street City State Zip

Work Phone () _____ Home Phone () _____

AUTOMOBILES

Auto Make/Model _____ Year _____ Color _____ State/Tag# _____

Auto Make/Model _____ Year _____ Color _____ State/Tag# _____

If you own a recreational vehicle, please describe

IMPORTANT TO APPLICANT

1. Are you a pet owner? _____

No animal is allowed on the premises without prior written consent from management. A \$500 penalty will be assessed for all pets (visiting or otherwise) if management is not notified in writing.

Name _____ Breed _____ Color _____

Type _____ Age _____ Weight _____

2. Do you have renter's insurance? _____ Company _____

3. Prorated rent, if applicable, is due at lease signing. Move-ins the 25th or later of the month require payment of prorated rent as well as the full month's rent.

4. The lease effective date is final. If the applicant fails to move-in on the specified date, the proration of rent is still due.

How did you hear about us? _____

Please list rental publication or resident's name above.

SIGNATURE OF ALL ADULTS TO APPEAR ON LEASE

I CERTIFY THE INFORMATION PROVIDED ON THIS APPLICATION IS ACCURATE TO THE BEST OF MY KNOWLEDGE. I AUTHORIZE INQUIRIES TO BE MADE BY ALL AVAILABLE MEANS PRE AND POST RESIDENCY TO VERIFY THE STATEMENTS ABOVE. THIS WOULD INCLUDE, BUT NOT BE LIMITED TO, CONSUMER REPORTING AGENCIES, PUBLIC RECORDS, CRIMINAL BACKGROUND CHECKS, CURRENT AND PREVIOUS RENTAL/MORTGAGE REFERENCES, EMPLOYERS AND PERSONAL REFERENCES. APPLICATION FEES ARE NON-REFUNDABLE AT TIME OF APPLICATION. ADMINISTRATIVE FEES AND APPLICATION DEPOSITS ARE REFUNDABLE ONLY IN THE CASE OF A DECLINED APPLICATION.

1. Signature _____

Contact Phone () _____ Email Address _____

2. Signature _____

Contact Phone () _____ Email Address _____