

APPLICATION FOR RENTAL

PROPERTY _____ ADDRESS _____ UNIT TYPE: _____
 MOVE-IN DATE _____ LEASE TERM _____ RENTAL RATE _____ RENTAL CONCESSION _____
 NON-REFUNDABLE APPLICATION FEE _____ SECURITY DEPOSIT _____ PET FEE/DEPOSIT _____

NAME _____ SOCIAL SECURITY # _____
 (Last) (First) (Middle Initial)
 BIRTHDATE _____ MARITAL STATUS: () SINGLE () MARRIED () DIVORCED () SEPARATED
 SPOUSE'S NAME _____ SOCIAL SECURITY # _____
 (Last) (First) (Middle Initial)

BIRTHDATE _____ DO YOU OR ANY OCCUPANT WHO WILL BE NAMED ON THE LEASE
 NEED SPECIAL ACCOMODATIONS? YES NO
 ROOMMATES AND/OR OTHER OCCUPANTS:
 1. _____ BIRTHDATE _____ SOCIAL SECURITY # _____
 2. _____ BIRTHDATE _____ SOCIAL SECURITY # _____
 3. _____ BIRTHDATE _____ SOCIAL SECURITY # _____

PET: BREED _____ COLOR _____ WEIGHT _____ lbs. APPROVAL _____ PROPERTY MANAGER _____

PRESENT ADDRESS: _____ (City/State/Zip)
 PRESENT PHONE: () _____ (Apt. #)

(Name of Present Landlord/Mortgage Company) (Rent Per Month) (Phone Number) (Res Dates From/To)

LIST ALL PREVIOUS ADDRESSES WITHIN THE PAST THREE YEARS:

1. _____ (Street) (Apt. #) (City/State/Zip) (Name of Landlord & Phone #) (Res Dates From/To)
2. _____ (Street) (Apt. #) (City/State/Zip) (Name of Landlord & Phone #) (Res Dates From/To)
3. _____ (Street) (Apt. #) (City/State/Zip) (Name of Landlord & Phone #) (Res Dates From/To)

HAVE YOU EVER BEEN EVICTED? (Yes) _____ (No) _____ IF YES, WHY? _____

PRESENT EMPLOYER: _____ (Company Name) _____ (Address) _____ (Phone Number)

(Position Title) _____ (Annual Gross Income) _____ (Supervisor's Name) _____ (Dates Emp From/To)

IF PRESENT EMPLOYMENT LESS THAN THREE YEARS, LIST PREVIOUS EMPLOYER(S):

 (Company Name) (Address) (Phone Number) (Dates Emp From/To)

 (Company Name) (Address) (Phone Number) (Dates Emp From/To)

ADDITIONAL SOURCES OF INCOME:

SPOUSE'S AND/OR OTHER ROOMMATES/OCCUPANTS EMPLOYER:

 (Company Name) (Address) (Phone Number)

 (Position Title) (Annual Gross Income) (Supervisor's Name) (Dates Emp From/To)

LIST ACTIVE LOANS AND CHARGE ACCOUNTS (INCLUDING DEPARTMENT STORE, CREDIT CARDS, ETC.)

- (Account Number) (Company Name) (Address) (City/State/Zip)
 1. _____
 2. _____
 3. _____

LIST NAME OF BANK/SAVINGS & LOAN ACCOUNTS:

- (Account Number) (Checking/Savings) (Company Name) (Address) (City/State/Zip)
 1. _____
 2. _____

EMERGENCY CONTACT:

 (Name) (Address) (City/State/Zip) (Phone Number)
 PERSONAL DESCRIPTION: OTHER ROOMMATE/OCCUPANTS DESCRIPTION:

HT. _____ WT. _____ HAIR _____ EYES _____ HT. _____ WT. _____ HAIR _____ EYES _____

DRIVER'S LICENSE: _____ (Number) _____ (State) _____ (Exp. Date)
 DRIVER'S LICENSE: _____ (Number) _____ (State) _____ (Exp. Date)

APPLICATION FOR RENTAL

AUTOMOBILES/TRUCKS:

1. (Make) _____ (Year) _____ (Color) _____ (License No.) _____ (State) _____ (Exp. Date) _____
2. (Make) _____ (Year) _____ (Color) _____ (License No.) _____ (State) _____ (Exp. Date) _____

DO YOU OWN A MOTORCYCLE, VAN, BOAT, TRAILER OR CAMPER? IF SO, SPECIFY:

1. (Make) _____ (Year) _____ (Color) _____ (License No.) _____ (State) _____ (Exp. Date) _____
2. (Make) _____ (Year) _____ (Color) _____ (License No.) _____ (State) _____ (Exp. Date) _____

I certify that the facts set forth in this APPLICATION FOR RENTAL are true, complete, and correct to the best of my knowledge and belief, and are made in good faith. I understand that a knowing and/or willful false statement on this application is grounds for rejection by the rental manager and that this information is being relied upon as an express inducement by the applicant to lease the subject property. In the event that said information is subsequently found to be false or incorrect, same may be cause for the rental manager to consider the lease in default and to terminate the continued residency of the applicant. I consent that the information provided above may be verified, and I further authorize management of this property to make any investigation of my resident history, employment history, and credit/financial record. It is understood that the Application is a part of the Lease and Resident hereby affirms that the statements and information contained in the Application are true and correct and that the Resident's authority to the Landlord to obtain credit information through the use of a Credit Reporting Agency, including, but not limited to the obtaining of a Consumer Credit Report on the Resident is a continuing right agreed upon by the Resident, including, but not limited to credit verification, skip-tracing, or the collection of any delinquent accounts which the Resident may maintain with the Landlord.

I agree that the Security Deposit may not be applied as rent and that the full monthly rent will be paid on or before the first day of every month including the last month of occupancy. If this application for rental is accepted, I further agree that the deposit will not be refunded if I decide not to move in.

AGENT

APPLICANT(S)

- Date: _____ Date: _____
- Date: _____ Date: _____
- Date: _____ Date: _____

IT IS THE POLICY OF THIS PROPERTY TO RENT TO QUALIFIED PERSONS REGARDLESS OF PROTECTED CLASS, INCLUDING, BUT NOT LIMITED TO RACE, COLOR, RELIGION, SEX, NATIONAL ORIGIN, HANDICAP, OR FAMILIAL STATUS, AND IN COMPLIANCE OF ALL FEDERAL, STATE, AND LOCAL LAWS.

GENERAL POLICY FOR LEASING

1. Rent to qualified persons, regardless of protected class, including, but not limited to race, sex, color, creed, religion, national origin or familial status, and in compliance with all federal, state, and local laws.
2. Verify all information furnished by applicant in the APPLICATION FOR RENTAL for a period of no longer than fourteen (14) days.
3. Hold a vacant apartment only with a deposit and APPLICATION FOR RENTAL.
4. Collect a non-refundable processing fee with each APPLICATION FOR RENTAL.
5. Refund application deposits only in cases of rejection. Cancellations are not acceptable grounds for deposit refunds.
6. Place applicant on the waiting list for a desired type of apartment by completing application procedures, collecting all fees and deposits, and verifications. If application is approved, the applicant is notified and placed on the waiting list. When the apartment becomes available, applicant must sign a lease within three (3) days of notification that the apartment is available and set a mutually agreed occupancy date; otherwise, all deposits will be forfeited.
7. Accept all payments in the form of check or money order - no cash.
8. Accept leases for less than six (6) months only at properties where permitted.
9. Advise applicant of the above policies before filling out the APPLICATION FOR RENTAL.

GENERAL RENTAL STANDARDS

1. Rental Standards
 - a. Income
Applicant must have gross income of three (3) times the rental rate. Incomes for roommates may be combined to meet this standard.
 - b. Credit
 1. There must be two (2) credit accounts either open or closed or any combination thereof, where the applicant is current in his/her payments. In addition, for any account listed by the credit agency used, the applicant may have made late payments no more than four (4) times late (thirty days past due) within the latest 12 month period reported and no more than eight (8) times late (thirty days past due) within the last 24 months reported.
 2. The applicant must have had no bankruptcy judgment or wage earners serving within the prior two (2) years.
 3. In case of roommates, the good credit of one cannot be used to offset the bad credit of the other.
 4. If the requested credit agency report is not available or proves to be inadequate, the credit statements made by applicant on the APPLICATION FOR RENTAL will be verified.
 - c. Prior Landlord Reference
An applicant who meets the income and credit qualifications may be disqualified based on a poor reference from a prior landlord. A poor reference would consist of a tenant being evicted or asked to leave for non-payment of rent or disturbances. Also, a poor reference would consist of a statement from the prior landlord that it would not re-rent to the tenant because of undesirable characteristics such as loud music, fighting, or not obeying apartment rules.
2. Exceptions
 - a. An applicant who has been employed by the same company for a period of two (2) years or longer but who has no credit will be accepted if he/she meets the income and prior landlord qualification requirements.
 - b. An applicant who has two (2) good credit accounts but one bad credit account may be accepted if he/she meets the income and prior landlord qualification requirements and if the poor credit account reported involves a balance of less than \$500.00.
 - c. An applicant who has insufficient credit and has been employed under two years must be advised that a co-signer will be considered. A qualified co-signer must have earnings equal to five times the rent, must fill out an APPLICATION FOR RENTAL, and must pay an application processing fee. The standard credit check and income verification will be made. The co-signer must sign the lease. The co-signer must be advised that he/she is individually as well as jointly liable for all the obligations of the lease as outlined in the lease. Applicants with insufficient income cannot use a co-signer. Applicants with poor credit cannot use a co-signer.
 - d. An applicant, if rejected on the basis of income or credit must be given the option of paying for a full lease term in advance, thus waiving all credit/income standards (but not the prior landlord reference required). If an applicant requests this privilege of paying full lease term in advance in lieu of investigating credit/income standards, this request must be granted provided the prior landlord reference qualifications are met.
 - e. If the credit report reveals problems only in categories of utility bills, student loans or medical bills, the applicant must be accepted provided he/she meets the other income, credit and reference requirements.

OCCUPANCY STANDARDS POLICY

The maximum occupancy is:

- Efficiency Apartment No more than two (2) individuals
- One Bedroom Apartment No more than two (2) individuals
- Two Bedroom Apartment No more than four (4) individuals
- Three Bedroom Apartment No more than six (6) individuals
- Four Bedroom Apartment No more than eight (8) individuals



LEASING CRITERIA

LEDIC Management is committed to compliance with all federal, state and local fair housing laws. It is our policy to offer apartments for rental to the general public without regard to race, color, national origin, religion, sex, familial status, handicap or any other state or locally protected classifications. In order to assist you with your decision on your new home, we are providing a list of guidelines used to qualify residents for residency in our community.

Please note this is our current rental criteria; nothing contained in these requirements shall constitute a guarantee or representation that all residents and occupants currently residing at the Apartments have met these requirements. There may be residents and occupants that have resided in the community prior to these requirements being in effect. In addition, our ability to verify whether these requirements have been met is limited to the information we receive from various credit/criminal reporting services used.

Please review this information before filling out an application and paying an application fee, which is non-refundable.

INCOME/EMPLOYMENT

All persons applying for an apartment must have a verifiable source of income in a gross amount of no less than three times the gross rental rate or four times the net rental rate. In the event of multiple applicants/roommates combined information may be considered. Income less than three times the gross rental rate or four times the net rental rate may require an additional deposit or guarantor. Acceptable proof of income is as follows:

- Pay stubs or job offer (on company letterhead) with salary
- Most recent tax return
- Prior three months of bank statements
- Child support or alimony when directed by a court
- Grants, pensions, trust funds
- GI benefits, disability, social security

RENTAL/MORTGAGE HISTORY

All persons applying for an apartment must have six months of verifiable, satisfactory past history. An eviction or foreclosure could constitute cause for denial. Less than six months of history may require an additional deposit or guarantor. Satisfactory history includes the following:

- No more than one late payment or NSF in a 6-month period
- Lease term fulfilled
- No lease violations
- Residence left in satisfactory condition
- Proper notice to vacate given

CREDIT

All persons applying for an apartment must have established retail credit in good standing for the past two years. Lack of established credit or more than 50% negative credit may require an additional deposit or guarantor. Negative credit includes but is not limited to the following:

- Past due accounts
- Judgments
- Liens
- Write offs
- Balance to a rental community or mortgage company (regardless of date)
- Unresolved bankruptcy (regardless of date)

CRIMINAL BACKGROUND SEARCH

A criminal background search will be conducted for each applicant and occupant over the age of 17. It is our policy not to lease to applicants with felony offenses. If the criminal background search and/or information provided by you, reveals past criminal behavior or pending criminal charges, which violates our policy, your application may be denied.

GUARANTOR

A guarantor will be considered for lack of employment/income, rental history or credit. Guarantors will not be accepted as a substitute for unsatisfactory rental history or criminal background. Guarantors must meet all the qualifications listed above with the qualifying income increased to five times the rental rate.

FOREIGN NATIONALS

Foreign nationals will be required to complete a supplemental rental application for non-US citizens. Foreign nationals living or working in the United States must provide either a valid Social Security Number or a valid passport with stamped identification of entry date into the United States. Income will be verified with letter of intent, work visa, work petition or verification of funds in a United States Bank. If income cannot be verified, the lease must be paid in full with United States funds. If a Social Security Number is not provided and/or no credit history exists, we may require an additional deposit.

OCCUPANCY GUIDELINES

The maximum number of occupants permitted to dwell in an apartment shall not exceed two per bedroom. When we are renting to a family, we will allow two persons per bedroom plus a newborn who is less than twelve months old. If you exceed our maximum per bedroom because your newborn is older than twelve months old at the end of the lease term you must, at that time, qualify for a transfer to a unit with more bedrooms if available or vacate the premises with proper notice.

For the purpose of this occupancy policy a "family" shall consist of one or more individuals (who have not attained the age of 18 years) being domiciled with:

- 1) A parent or another person having legal custody of such individual(s) or,
- 2) The designee of such parent or other person having such custody with the parent or other person.
- 3) Any woman who is pregnant or person who is in the process of securing legal custody of any individual who has not attained the age of 18 years.

IDENTITY VERIFICATION

A government issued photo identification will need to be presented by all applicants, guarantors and occupants over the age of 17. All applicants, guarantors and occupants over the age of 17 acknowledge and consent to the community's policy of retaining a copy of the identification. Our privacy policy is available to you upon request.

I have read and understand the leasing criteria for this community.

_____ Date _____

_____ Date _____

