



Statement of Rental Policy

Name(s): [ ] Unit #: [ ]
Move In Date: [ ]

Welcome to our community. Thank you for choosing us as your place to live. In order to reside in our community, we require that each Applicant and adult occupant meet certain criteria. Before you fill out our Rental Application, we suggest that you review these requirements to determine whether you meet these requirements. Please note that term "Applicant" provided below applies to all Residents to be identified on the apartment Lease Contract and the person or persons to be responsible for paying rent. Please note that these are our current rental criteria; nothing contained in these requirements shall constitute a guarantee or representation by the Apartments 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 various resident credit reporting services used.

Application will be approved on the following basis:

1. Applicant or Applicants must be a minimum of 18 years of age.

Table with 2 columns: Type of Apartment, Maximum # of Occupants. Rows: One Bedroom (2), Two Bedroom (3)

3. A security deposit of \$500 will be required to hold an apartment for up to 72 hours. An Application must be complete when place a deposit on an apartment home. Additionally, a \$50.00 non-refundable application fee (per person/couple) is required for processing. The deposit and application fees must be paid in two separate checks or money orders. If application is not approved, deposit will be refunded. The application fee is non-refundable.

4. Employment History - Six (6) months current verifiable employment with a grow income of at least three (3) times the amount of the rental rate. If less than six (6) months of current employment, we must be able to verify one (1) year of previous employment. Recent graduates must provide proof of employment or graduation. Self-employed applicants must provide a financial statement from a COA or previous year's tax statement.

5. Rental History - Applicant must provide 12 months of current verifiable rental history. An application will not be approved if there is any outstanding balance to an apartment community or mortgage company. Additionally, all adult occupants must have an acceptable rental history with no prior evictions and no history of default in lease obligations or community policies. The following information will be verified: (a) length of residency; (b) consistency and timing of payments; (c) adherence to community policies; (d) if proper notice was given. Should you have a balance or if you failed to fulfill a lease contract with another apartment community, you will need to provide a written statement from the rental, management, or mortgage company that the balance has been paid.

6. Credit - A credit report will be processed on each applicant. The applicant can have no more than 25% negative credit on the current status of all accounts. Any accounts in default that are over two years will be waived in determining the percentage of negative credit. No credit history will be interpreted as good credit. If an applicant takes exception with the findings, he or she is responsible for contacting the credit bureau. If the discrepancy can be cleared up, the applicant will be considered on the basis of the new information.

7. A criminal background check will be conducted on each applicant. Criminal histories that include felony or misdemeanor convictions or pending charges for crimes that represent threats to persons or property will be cause for automatic denial.

8. Fine Associates, as managing agent, is fully committed to equal housing opportunity. We do not discriminate against anyone on the basis of race, color, creed, sex, handicap, familial status, or national origin.

"Fine Associates and the rental community adhere to the Fair Housing Law (Title VIII of the Civil Rights Act of 1968 and amended by the Housing and Community Development Act of 1974 and the Fair Housing Amendment of 1988) which stipulates that it is illegal to discriminate against any person in housing because of race, color, religion, sex, national origin, disability, or familial status."

I have read and understand the rental policies of this community.

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

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

Property Manager/Leasing Agent: \_\_\_\_\_ Date: \_\_\_\_\_