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## STATEMENT OF RENTAL POLICY

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 the requirements. Please note that the 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 the various resident credit reporting services used.

All applications will be approved on the following basis:

1. Applicant or applicants must be a minimum of 18 years of age.
2. Occupancy guidelines:

<u>Type of Apartment</u>	<u>Maximum # of Occupants</u>
Studio	2
One Bedroom	2
Two Bedroom	4
Three Bedroom	6
Four Bedroom	8

3. A security deposit of \$500.00 will be required to hold an apartment for up to thirty (30) days. A non-refundable redecorating fee, in the amount of \$50.00, will be deducted from the security deposit at the time of move-out. An Application must be completed when placing a deposit on an apartment home. Additionally, **a \$50.00 non-refundable application fee 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 gross 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 enrollment or graduation. Self-employed applicants must provide a financial statement from a CPA 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 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. Any felony charges with the past five years 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 this rental community adhere to the Fair Housing Law (Title VIII of the Civil Rights Acts of 1968 as amended by the Housing and Community Development Act of 1974 and the Fair Housing Amendment of 1988) which stipulate that it is illegal to discriminate against any person in housing practices because of race, color, religion, sex, national origin, disability, or familial status.”***

***“THIS IS AN EQUAL HOUSING OPPORTUNITY COMMUNITY.”***

I/We have read and understand the rental policies of this community. I/We authorize Screening Reports, Inc.(SRI) 220 Gerry Drive. Wood Dale, IL 60191 Tel: 866-389-4042, to do a complete investigation of all information provided above. I have personally filled in and/or reviewed all information listed above. A complete investigation may include any or all of the following: Credit Report, Criminal record, Rental History references and Personal Interviews with above references. I/we acknowledge that SRI provides reports to apartments and does not participate in the approval or denial process. I/We acknowledge that SRI monitors criminal activity and reports it promptly to the community. My/Our acceptance(s) below authorizes all above listed companies to release rental, employment history (including salary) and criminal record information.