



## RESIDENT QUALIFYING CRITERIA (effective 05/15/2018)

In order to assist you with your decision on your new home, we are providing a list of guidelines used to qualify residents for tenancy in our communities. Please note that this is our current rental criteria; nothing contained in these requirements shall constitute a guarantee or representation by management that all residents and occupants currently residing at the community have met these requirements. There may be residents and occupants that have resided at 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 various resident credit reporting services used.

**YOU MUST BE 18 YEARS OF AGE TO ENTER INTO A LEASE AGREEMENT. ANY APARTMENT IS ON A FIRST COME, FIRST SERVED BASIS. THE ACCEPTANCE OF THIS APPLICATION DOES NOT ENSURE AN ACCOMODATION.**

### RENTAL HISTORY

A verifiable rental history is your responsibility to provide necessary information that allows us to contact your past landlords. If we are unable to verify your previous landlord and/or references, we reserve the right to deny your application. Six (6) months of past rental history must be satisfactory (i.e., rent paid on time, lease obligation fulfilled, residence left in satisfactory condition with no outstanding charges for damages). Less than six (6) months rental history may require a non-refundable fee.

### CREDIT

Lack of established credit or a negative credit rating may require a non-refundable bad credit fee or denial. Student Loans & Medical debts are exempt.

### INCOME/EMPLOYMENT

Income and Resources: Current verifiable monthly income must be a minimum \_\_\_\_\_ times the resident's portion of the monthly rent. To verify income, you will need to submit, 3 months of paycheck stubs, 6 months of bank statements showing a direct deposit or offer letter from the hiring manager on your company's letterhead. Applicant that don't meet income requirements may need a guarantor. The guarantor must have current verifiable monthly income that is a minimum of \_\_\_\_\_ times the resident's portion of the monthly rent.

### OCCUPANCY

The maximum numbers of residents permitted to dwell in an apartment shall not exceed two (2) occupants per bedroom. The only exception to occupant limitations is anyone protected as familial status under Federal Fair Housing Guidelines. An infant must be 12 months or older to be considered an occupant.

### BACKGROUND SCREENING

The criminal records of all household members over the age of 18 will be checked and reviewed for certain felony and Class A misdemeanor offenses. The information gathered in the result of this check would affect the approval of the application as follows:

- A. Applicants with any of the following felony convictions (or similarly classified offenses in jurisdictions outside of Texas) in the twenty (25) year period preceding the date of the application will be denied approval: murder, capital murder, aggravated kidnapping, sexual assault, aggravated sexual assault, indecency with a child, sexual performance by a child, first degree criminal solicitation, compelling prostitution, trafficking of persons, aggravated robbery, burglary if committed with the intent to commit felony sexual assault, sexual abuse of a child, or prohibited sexual conduct, offenses under Section 481.134 (c), (d), (e), or (f) of the Texas Health and Safety Code (or, such applicable state law, if allowed by law) if it is shown that the offender has been previously convicted of an offense for which punishment was increased under the aforementioned sections, offences under Section 481.140 of the Texas Health and Safety Code (or similarly classified offenses in jurisdictions outside of Texas) relating to any felony conviction increased in punishment as a result of use of a child in commission of a sexual act or any offense where the offender used or exhibited a deadly weapon during the commission of a felony offense or during immediate flight therefrom.
- B. Applicants will be automatically denied for any prior conviction for manufacturing or distribution of a controlled substance (or similarly classified offenses in jurisdictions outside of Texas).
- C. Applicants will be declined if they are currently subject to a registration requirement under Article 62.001, Code of Criminal Procedure, Sex Offender Registration Program (or similar Sex Offender Programs in jurisdictions outside of Texas).
- D. Any other felony or Class A misdemeanor conviction other than those set forth in A-C above related to violent criminal activity (or similarly classified offenses in jurisdictions outside of Texas) will result in denial if the conviction occurred in the 15-year period preceding the date of application.
- E. Any convictions of theft under the Texas Penal Code Sections 31.03 (as defined by 31.06) or 31.04 related to Theft by Check or Theft of Services (or similarly classified offenses in jurisdictions outside of Texas) in the three (3) year period preceding the date of application will result in conditional approval and, if allowed by law, require the applicant to agree to pay all amounts due and payable by applicant within the lease term (including all rental payments, deposits and other lease charges) with certified funds.

- F. Applicants who are denied may submit, within fourteen (14) days of the denial, verifiable evidence of mitigating factors for additional assessment including (by way of example, with no single factor being determinative): the facts or circumstances surrounding the criminal conduct; the age of the individual at the time of the conduct; evidence that the individual has maintained a good tenant history before and/or after the conviction or conduct; evidence of rehabilitation efforts and/or any other factors related to whether a specific person poses any threat to safety.
- G. Failure to accurately report any criminal activity constitutes a non-approval based on falsification and is grounds for termination of residency regardless of when such material falsification is discovered.

Reports will be obtained from a third-party service. Applicants who do not have any criminal offenses as listed above, and meet all of the rental history, credit history and income/employment criteria can be approved. Based upon the results of the screening, some applicants may be subject to a non-refundable bad credit fee, additional deposit, or other requirements deemed necessary.

**AT THE TIME OF APPLICATION, ALL APPLICATION FEES, ADMIN FEES, AND SECURITY DEPOSITS ARE REQUIRED TO BE PAID IN FULL.**

I ACKNOWLEDGE THAT I HAD AN OPPORTUNITY TO REVIEW THE PROPERTY'S RENTAL SELECTION CRITERIA, WHICH INCLUDES REASONS WHY MY APPLICATION MAY BE DENIED, SUCH AS CRIMINAL HISTORY, CREDIT HISTORY, CURRENT INCOME, AND RENTAL HISTORY. I UNDERSTAND THAT IF I DO NOT MEET THE PROPERTY'S RENTAL CRITERIA OR IF I FAIL TO ANSWER ANY QUESTION OR GIVE FALSE INFORMATION OR CANCEL MY APPLICATION ANY TIME, THE PROPERTY MAY REJECT THE APPLICATION, RETAIN ALL APPLICATION FEES, ADMINISTRATIVE FEES AND DEPOSITS AS LIQUIDATED DAMAGES FOR ITS TIME AND EXPENSE, AND TERMINATE MY RIGHT OF OCCUPANCY.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Owner's Representative

\_\_\_\_\_  
Date