

**MONTE SANO TERRACE  
RENTAL REQUIREMENTS AND SCREENING CRITERIA**

Applications for apartments will be accepted on a first come, first serve basis. The security deposit and administration fee is required to secure a specific unit. The application for residency must be complete, accurate and verifiable on all non-dependant occupants 19 years or older that will occupy the apartment. Applicants must provide a government issued photo I.D. at the time of application. The request for a government issued photo I.D. is solely for the purpose of verifying identification and no other purpose.

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| FEES AND DEPOSITS:  | An application fee is required prior to processing the application for residency. A non-refundable application fee will be paid for each applicant. Multiple applicants/residents must jointly qualify for the apartment (see <i>Roommates</i> .)  |
| AGE:                | All applicants must be at least 19 years old (18 years old, if married.)   |
| INCOME:             | Monthly gross income requirement is three (3) times the monthly market rent amount. Applicants must have stable and verifiable current employment. Acceptable methods of income verification may include: 2 most recent pay stubs; a letter from the employer; or for self employed Applications, a copy of the most recent tax return or certified verification from his/her company accountant or bank. New hires must provide an offer to hire documentation from a local employer. If applicant(s) are unemployed, proof of an alternate source of income is required. Roommates combined income requirements are addressed in another requirement (see <i>Roommates</i> .)  |
| RENTAL HISTORY:     | 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. Negative rental history is described as, but not limited to: any damages owed, rental related debt and/or eviction filed within the past twenty-four (24) months. 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 security deposit or guarantor.   |
| CREDIT HISTORY:     | Good credit is required for standard acceptance. Applicants with no credit, slow credit, or marginal credit may be approved with an additional security deposit. Undischarged bankruptcies or poor credit are reviewed carefully and may be cause for denial. An automated credit scoring system determines your credit score, which establishes any further verification needed and your security deposit amount.   |
| ROOMMATES:          | Roommates are defined as any two or more applicants occupying the same apartment who <u>do not share joint credit</u> . Income qualifications for roommates are as follows: Roommates must qualify for income jointly at a minimum of four (4) times the market rent of the apartment. Each roommate must qualify individually in all other areas. Each roommate is fully responsible for the entire rental payment, and each must execute the Lease Agreement and its supporting documents. If any one individual roommate makes five (5) times the market rent, has good credit, and meets the rental history requirements, then a guarantor will not be required for any other roommates with little or no credit, insufficient rental history or employment history.   |
| CRIMINAL HISTORY:   | A criminal background check will be conducted for each applicant and prospective occupant who is of the age of eighteen (18) or older. Any applicant denied for criminal background cannot enter into a lease agreement or be considered as an occupant on any lease agreement in our community. Applicant will be denied if:<br><u>Felony conviction</u> : serving deferred adjudication or case pending for the following: Theft of property (exclude checks), damage to property, drug violation if within 10 years from completion of sentence. <u>Misdemeanor conviction</u> , serving deferred adjudication or case pending for the following: Theft of property (exclude checks), damage to property, drug violation if within 7 years from completion of sentence. Violence, injury to persons or sexual offenses have no time limit and cannot ever be considered for application at our community. |
| GUARANTORS:         | Guarantors are required for applicants who do not qualify on their own: defined as applicants who have little or no credit, insufficient rental history or employment history. However, a guarantor cannot be used to cover poor credit. In qualifying a Guarantor, they must qualify at five (5) times the Market Rent with document income and have good credit.   |
| OCCUPANCY:          | These standards state, unless local ordinances state otherwise, the maximum number of persons to occupy the unit:<br><b>1 BR units</b> - Two (2) persons • <b>2 BR units</b> - Four (4) persons • <b>3 BR units</b> - Six (6) persons<br>Newborns or children under the age of two (2) are not counted as an additional occupant.  |
| RENTER'S INSURANCE: | Proof of a current liability insurance policy is required. Check with your leasing consultant for details and requirements. We retain the right to force place coverage in the event a resident's policy is cancelled for any reason during their residency.   |

**GROUND S FOR DENIAL**

Applicants will be denied if they do not meet the community's screening criteria. Applicants may be denied for any of the following reasons:

1. Unable to provide documentation from U.S. Immigration to verify legal entry in the United States and legal residency in the United States for the length of the lease term.
2. Poor credit report.
3. Refusal to occupy proper unit size in accordance with property unit size standards;
4. History of lease violations as evidenced by previous landlord's verifications, government or social agency verification(s), police reports, and/or criminal background check.
5. Failure to move into the rent-ready unit on the agreed date; this will cause the application to be denied and the unit will be offered to the next qualified applicant on the waiting list.

Applicants will not be denied on the basis of race, color, religion, national origin, sex, handicap, or familial status.