



RESIDENT SELECTION CRITERIA AND OCCUPANCY CRITERIA

The selection criteria for approval to live in this community is detailed below, please take the time to review this screening policy. Your signature below confirms that you understand the screening policy and give permission without conditions to Dynamic Property Solutions to evaluate your rental history, credit score, criminal background, and income sources. All persons 18 years of age or older will be required to complete a separate rental application regardless of financial responsibility. Applicants with adult dependents applying for residency as an occupant will complete a joint application. The term "applicant(s)" under this policy means the person or persons that will be signing the lease as financially responsible; the term "occupant(s)" in this policy means the person or persons that are authorized occupants under the lease.

Please also note that these are our current rental criteria; nothing contained in these requirements shall constitute a guarantee or representation by us that all residents and occupants currently residing in the community have met these requirements. There may be residents and occupants that have resided in 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 the various resident credit reporting services used. It is the policy of this community to comply with all applicable fair housing laws including those which prohibit discrimination against any person based on race, sex, religion, color, familial status, national origin or handicap. Furthermore, we take very seriously the responsibility to treat all applicants fairly and create an inclusive community. We evaluate applications based solely on credit, financial, and criminal guidelines making no judgments on sexual preference, appearance, gender, or any superficial criteria other than documented ability to pay, creditworthiness, and criminal history.

1. Occupancy Guidelines

The following occupancy standards apply based on 2 persons per bedroom. Children under the age of six sharing a room with a guardian are not included in the occupancy guidelines. Exceeding occupancy standards will result in lease violation which may result in eviction proceedings. When exceeding occupancy standards due to the addition of a child or age progression of a child a larger unit may be required at end of lease term. Available units will be provided at market rent.

One Bedroom	Two Persons
Two Bedroom	Four Persons
Three Bedroom	Six Persons

2. Age

Applicants must be 18 years of age or older unless deemed to be an adult under applicable law with respect to the execution of contracts. In respect to property jurisdiction within state law some applicants will be required to provide current proof of emancipation.

3. Credit

A credit report will be completed on all applicants to verify credit score. A minimum credit score of 600 is required. A score below the threshold of 600 but above 500 will be evaluated by executive review and considered with rental history and income eligibility for possible override. A score below 500 will result in denial. Income plus verified credit history will be entered into a credit scoring model to determine rental eligibility. Unfavorable accounts which will negatively influence this score include but are not limited to: collections for more than \$100, charge-offs in excess of 3, repossessions of any kind, and current recent delinquency. Educational and medical past due will not be considered as delinquent accounts. Bankruptcies older than 2 years will not affect a credit decision. Open bankruptcies will result in an automatic denial of the application.

4. Income

Gross income for all applicants in one apartment home will be combined and entered into the scoring model for income eligibility. All applicants will be asked to produce consecutive and most recent pay stubs for the last 4 weeks from Application Date. If handwritten pay stubs are supplied, the documents must be validly notarized to be deemed sufficient. Applicants must have a minimum combined gross income of 2.5 times the **monthly rent**. Additional sources of verifiable income may be considered. These sources may include: child support, grants, pensions, GI benefits, disability, trust funds, social security and savings accounts. (The applicant must supply six current consecutive months of bank statements if any of the additional sources of income listed above cannot be provided directly from the supplier.)

Some credit scoring results will necessitate further income verification. In such instances, verification with employer will be completed or applicant may be asked to produce additional financial statements/records.

5. Employment

If employment is to begin within one month, the applicant must provide a “letter of intent” to hire from the employer. Offer letters issued conditionally are not accepted as proof of employment.

6. Self Employment, Retired or Unemployed

Such applicants must provide the previous year’s income tax return. Seasonal employment must also be verified by providing the prior year’s tax return.

7. Criminal History

A criminal background check will be conducted for each applicant and occupant aged 18 years or more. The application will be denied for any of the following reported criminal related reasons that have occurred within the timeline identified below prior to the application date regardless of the applicant’s age at the time the offense was committed. All records are evaluated from the date of disposition.

Offense	Felony	Misdemeanor
Crimes Against a Person or Property	10 years	3 years
Drug Related Offenses	5 years	3 years
Theft By Check Related Offenses	10 years	3 years
Worthless Check and/or Bogus Check Related Offenses	10 years	3 years
Sex Related Offenses and Terrorism Related Offenses	Declined regardless of time	
Weapons Related Offense	10 years	3 years
Cruelty To Animals Related Offenses	10 years	3 years
Any Other Felony Offense	10 years	3 years
Deferred Adjudication and/or Adjudication Withheld	Felony offenses that do not fall within categories above, (ex: traffic, DUI) 5 year timeframe; 5 years for felony DUI	
Pending Cases and/or Arrest Warrants	Off probation/parole for 5 years	
Active Status on Probation and Parole	Approvable based on offense criteria	
Pre-Trial Intervention/Diversion	Off probation/parole for 5 years based on offense criteria	

Please remember that this requirement does not constitute a guarantee or representation that residents or occupants currently residing in our community have not been convicted of or subject to deferred adjudication for a felony, certain misdemeanors or sex offenses requiring registration under applicable law; there may be residents or occupants that have resided in the community prior to this requirement going into effect; additionally, our ability to verify this information is limited to the information made available to us by the resident credit reporting services used.

8. Rental History

An evaluation of verifiable rental or mortgage payment history will be conducted. Two years of previous rental history must be provided.

Applications for residency will automatically be denied for the following reasons:

- i. An outstanding debt to a previous landlord or an outstanding NSF check not paid in full
- ii. A breach of a prior lease or a prior eviction not paid in full
- iii. Currently in process of eviction of any applicant or occupant
- iv. Prior eviction within 5 years

9. Animals

Cats and dogs under 40 lbs. are allowed in the community. No more than two animals are allowed per apartment. Aggressive breeds will not be allowed. See list below for animals not allowed. A \$300.00 non-refundable animal fee for the first pet will be required. An additional pet may be approved with a \$200.00 non-refundable animal fee. Aquariums, exotic pets, and rodents are not allowed.



RESTRICTED ANIMAL/BREED LIST (included but not limited to) <i>(Note: Service/Companion animals may not be subject to this list)</i>	
Breeds of Dogs:	Pit Bulls Rottweilers Presa Canario German Shepherds Huskies Malamutes Dobermans Chowchows St. Bernard's Akitas Terriers (<i>Staffordshire</i>) Karelian Bear Dog Any hybrid or mixed breed of one of the aforementioned breeds
Poisonous Animals:	Tarantulas Piranhas
Exotic Animals:	Reptiles (snakes, iguanas, lizards) Ferrets Skunks Raccoons Squirrels Rabbits Rats and Mice Birds (parrots, cockatiels, macaws)

10. **Vehicles**

One vehicle per adult of driving age is allowed to be parked onsite where parking is available and unassigned. All vehicles on property must be operational and have current registration and inspection. Vehicles that are wrecked, not current in registration, with missing or flat tires, have broken or missing windows, or no bumpers will be marked for 24 hour removal. Vehicles in violation of parking assignments will be marked for immediate removal without exception. Boats, RVs, and trailers are not allowed at any time.

11. **Renter's Insurance**

All residents should be aware that the contents of their apartment are the sole responsibility of the resident. Any damage as a result of flood, fire, weather, or other act is not the responsibility of the property owner or manager and will not be covered, reimbursed, or considered. It is recommended to obtain a Renter's Insurance Policy and carry a minimum of \$100,000 Personal Liability Insurance coverage.

12. **Water Furniture**

Water furniture such as waterbeds is expressly prohibited.

13. **Deposit Levels**

A deposit for security of one half to one month's rent will be demanded as security on the dwelling and placed in a trust account. Where executive review is required for applicant approval, additional security may be demanded.

14. **Falsification of Application**

Any falsification in Applicant's paperwork will result in the automatic denial of Application. In the event that an Applicant falsifies his/her paperwork, owner has the right to hold all deposits and fees paid to apply towards liquidated damages. Information reported will be provided to local, state, and national law enforcement.

15. **Application Fees**

As allowable by State and Local legislation, a \$50 application fee to recover screening costs will be charged.

