**Rental and Occupancy Requirements**

Thank you for your interest in our property. We have listed below our rental, occupancy, and qualifying requirements.

**I. General Requirements**

a. All applicants over the age of 18 years of age must complete, date, and sign a rental application, including the signature/ e-signature of this form.
b. Each applicant must fill out their portion of the rental application and pay the fees in accordance with the schedule below:
c. Owner will require payment of a non-refundable application fee of $60.00 per applicant, which is to be used to screen each Applicant with regards to credit history and other background information.
d. Credit and background checks will only be initiated once all applicants have completed their application and paid their application fees AND an appropriate admin fee have been received by management.

**II. Administrative Fee Requirements**

a. An Administrative Fee of $350.00 is required to be paid at the time the rental application is submitted. Management reserves the right to make changes to the required fee at any time.
b. The Administrative Fee will be returned if:
    i. Prospect cancels within two (2) days from the date of the application; or
    ii. Prospect screening result is “Decline”.
c. The Administrative Fee will be applied towards move-in costs at move-in.

**III. Occupancy Standards**

a. Maximum number of occupants per household will be two (2) persons per bedroom, plus one additional person per household. Guidelines are established as:

| **Property Bedrooms** | **Maximum Occupants** **(including those under the age of 18)** |
|---|---|
| 2 bedrooms | 5 |
| 3 bedrooms | 7 |
| 4 bedrooms | 9 |

b. In the event of the addition of an occupant under the age of 18 during the term of the lease that will take the total number of occupants over the maximum, tenants may occupy the property until the expiration of their lease, at which time they will have to transfer to a property size that can accommodate the total number of occupants or vacate the property, if such property size is not available.

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## IV. Identification Requirements

a. All applicants 18 or over must provide a valid government-issued photo ID. Applicants who have Social Security Numbers (SSN) must provide their SSN to process their application through RentCafe. In the event that an applicant does not have a valid Social Security Number, the application process will be processed manually with management.
b. Landlord, management, or agent reserves the right to verify the authenticity of a presented identification using validation software.

## V. Income Requirements

a. The gross monthly income (before taxes) of applicants will be considered jointly and must be equal to or greater than 2.5 times the monthly rent of the property. Guarantors are required to qualify at four (4) times the monthly rent of the property.
b. Verification of income includes but is not limited to the following:
    i. Two months of most recent, consecutive pay stubs.
    ii. Self-employed applicants must provide two most recent and consecutive months of bank statements or pay stubs demonstrating sufficient income to meet the requirements.
    iii. Proof of Social Security benefits, EDD benefits, Pension distributions, welfare, student loans or grant income, I-20, spousal or child support, or other legal, verifiable income to meet the requirements.
    iv. An offer letter is acceptable as proof of income, but must be a signed original, on company letterhead, and have a start date prior to the start of lease term.
    v. In lieu of monthly income, applicants can show an accessible (liquid) cash in a bank account (must be a bank located and registered to do business in the United States) of three times the value of the lease. Statement of worth must be within 7 days of the date of application.

## VI. Guarantors

a. Guarantors are to be held responsible for all terms and conditions of the lease, including but not limited to payment of rent and other fees that may be charged as additional rent, compliance with all rules and regulations and adherence to company and management policies.
b. Guarantors must complete an application, pay an application fee, are subject to credit screening and must provide proof of income according to guidelines stated above.

## VII. Credit Requirements

a. Credit score requirements are 620 or higher.
b. Delinquency Trade accounts will negatively affect your overall score which will result in conditional approval (requiring additional security deposits) or denial of the application as applicable by industry standards and permitted by law.
c. Collection accounts (excluding student loans or medical expenses) will negatively affect your overall score, which will result in conditional approval (requiring additional security deposits) or denial of the application.
d. Any evictions or collections to a property management company or prior landlord will result in denial of the application.

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**VIII. Scoring of Your Consumer Credit Report**

a. This property uses an independent credit screening agency to obtain and evaluate your credit score.
b. Based upon the report generated, your application will receive either an “Approved”, “Conditional”, or “Declined” score.
c. Credit scores of 620 or higher will result in an “Approved” result and will require a security deposit equal to one (1) month of rent.
d. Credit scores between 580-619 will result in a “Conditional” result and will require a security deposit equal to two (2) or three (3) months of rent, subject to landlord review of application.
e. Credit scores of 579 or below with result in a “Declined” score and will result in refund of the admin fee and applicant will receive an Adverse Action Letter stating the name, address and telephone number of the screening agency used by management, and the names and contact information for the consumer reporting agencies that provided your consumer credit information to the screening agency.
f. Overall approval of the application is subject to rental verification of the applicant.

**IX. Fair Credit Reporting Act**

a. In connection with my application for housing, I understand that the property owner/agent may obtain one or more consumer reports, which may contain public information, for the purposes of evaluating my application.
b. Rent Grow, the screening copy utilized, obtains the credit reports from one or more of the following consumer reporting agencies:
    i. Equifax, E.C.I.F., P.O. Box 740241, Atlanta, GA, 30374-0241, (800) 685-1111
    ii. Trans Union, Regional Disclosure Center, 1561 Orangethorpe Ave., Fullerton, CA, 92631, (714) 738-3800
    iii. Experian (TRW), Consumer Assistance, P.O. Box 949, Allen, TX, 75002, (800) 682-7654

**X. Declined Application**

a. Any of the following will result in an immediate decline during the screening process.
    i. No verifiable income or assets.
    ii. Falsification of any portion of the application.
    iii. Credit Screening discloses an eviction or collections to a property management company or landlord.
    iv. Application fees are NON-REFUNDABLE, even in the event of a decline.

**XI. Cleaning Fee**

a. This property requires a $350 cleaning fee to be paid with move-in costs.
b. The cleaning fee is a one-time charge for cleaning the property at the time of move-out.
c. If cleaning charges exceed $350, tenant will be charged for the overage at the time of move-out.

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**XII. Pets**

Subject applicable local law, Pet policies are as follows:

a. A maximum of TWO (2) per household.
b. The following breeds (either full or mixed breed) are restricted: Pit Bull; Akita; Can Corso; Great Dane; Alaskan Malamute; Wolf Hybrids Staffordshire Terrier; Bull Terrier; Chow; Rottweiler; Mastiff or Bullmastiff; Presa Canario; Doberman Pinscher; German Shepherd; or Dalmatian.
c. A non-refundable pet fee of $500 per pet will be required.
d. For the Monthly Pet Rent, please inquire with management for current rent.
e. Pets must be vaccinated, licensed and spayed/neutered. Proof of both current vaccination record and county license will be required at time of move in as well a photo of each pet.
f. Please reference the Animal Policy section in the tenant Lease, to be executed after successful screening and before move-in, for further rules, regulations and policies governing residents with pets.
g. Animals that assist persons with disabilities are not subject to certain terms of the pet criteria/policy. Please speak with management and refer to the lease agreement and animal application for more details. Applicant must obtain prior written consent from management before bringing an assistive animal onto the property and must sign rules of conduct for the animal.
h. Poisonous animals or reptiles, animals that are illegal to own or animals with a history of dangerous or aggressive behavior are not permitted, regardless of whether the animal is a pet, service companion or assistive animal.
i. **Pet fees and pet rent are subject to change at any time. Contact the property manager for the current rental fees associated with pets at your community.*

**XIII. Disabilities- Reasonable Accommodations**

a. Upon prior written permission and verification as required by HUD/DOJ Guidelines, we agree:
    i. To allow you to make reasonable accessibility modification to the Residence as required by law for people with disabilities.
    ii. To provide reasonable accommodations as required by law to people with disabilities, including but not limited to: a) making changes to rules, policies or procedures and b) allowing service animals.

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**I ACKNOWLEDGE THAT I HAVE HAD THE OPPORTUNITY TO REVIEW THE RENTAL AND OCCUPANCY REQUIREMENTS. I UNDERSTAND THAT IF I DO NOT MEET THE RENTAL OR OCCUPANCY REQUIREMENTS MY APPLICATION WILL BE DENIED. I FURTHER ACKNOWLEDGE THAT IF I FAIL TO FULLY ANSWER ALL QUESTIONS, OR KNOWINGLY PROVIDE FALSE INFORMATION TO THE COMMUNITY, THAT THE MANAGEMENT COMPANY MAY REJECT MY APPLICATION AND RETAIN ALL APPLICATION FEES, ADMINISTRATIVE FEES AND DEPOSITS AS LIQUIDATED DAMAGES FOR TIME AND EXPENSE, AND ANY RIGHTS TO OCCUPANCY WILL BE FORFEITED AT THAT TIME.**

**I represent that the information included in my application, including but not limited to the information entered into the RentCafe application form fields and uploaded and included as part of this general application package, is true and correct.**

**I authorize the landlord and its property manager (either directly or through its designated agents and its employees) to verify the information contained in this application and to investigate Applicant's financial, credit, litigation, and rental history.**

**I authorize the owner to obtain reports that may include credit reports, investigative consumer reports, unlawful detainer (eviction) reports, bad check searches, social security number verification, and previous tenant and employment history.**

**I understand that owner relies on the information on this application and reports to determine Applicant's qualification to reside in the residential unit.**

**I expressly agree that providing any false, fraudulent, or materially, misleading information in this application is grounds for denial of the application (or termination of an approved applicant's tenancy) at owner's sole discretion.**

**With the signature below, I attest to the accuracy of the information and confirm my agreement to vacate upon discovery that the information provided is inaccurate in any way.**

**Signature: _____Date: _____**

**Signature: _____Date: _____**

**Signature: _____Date: _____**

**Signature: _____Date: _____**

**Signature: _____Date: _____**

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