

Rental and Occupancy Criteria Guidelines

Applications for residency will be evaluated using the following criteria:

Rental applications will be processed for all adult applicants who will be the responsible leaseholder/occupant. (A non-refundable credit screening fee must be paid for each adult occupant.) A landlord may only require an applicant to pay a single applicant screening charge within any 60-day period, regardless of the number of rental units owned or managed by the landlord for which the applicant has applied to rent.

SALARY AND INCOME

- All applicants must show proof of legal and verifiable income.
- If employed, applicant must provide their two most recent pay stubs, and the employer will be contacted to verify employment. The payments and employment must be verified by the employer.
- All other sources of income must be verified. These sources and verification could include, but are not limited to a most recent filed tax return, government pension/award letters and retirement statements. We DO NOT accept bank statements to verify income.
- Gross monthly income of combined applicants must be 2.5 times the scheduled rent of the apartment being leased.

CREDIT AND RENTAL HISTORY

- Applicant credit history is evaluated by a third-party screening service. The third-party screening service will be MFI Credit Solutions or such other company as Landlord may elect to utilize.
- Applicant's credit history will be reviewed for late payments, charge-offs, unpaid collections, bankruptcies, judgments, derogatory and eviction records.
- Applicants with rental history indicating more than 4 late payments and/or returned checks in a 12-month period may be required to pay an additional deposit.

CRIMINAL HISTORY

- A criminal background check will be run for each applicant who has discrepancies noted on credit report. Additional fees will apply.

CONDITIONAL APPLICATIONS

- Applicants without a social security number must provide proof of income – Acceptable sources included two recent paycheck stubs or most recent filed tax return.

DECLINED APPLICATIONS (If any of the following apply, the application will be declined):

- No verifiable income or salary.
- Applicant makes any derogatory, boisterous or offensive comments, and/or acts in a threatening, combative, intimidating, intoxicated or disorderly manner, during any phase of the inspection, meeting or application process. Applicant damages any property, during any property showing, or at any time prior to the completion of screening.
- Current use of illegal drugs. If approved for tenancy and later illegal drug use is confirmed, eviction shall result.
- Falsification of application.
- Incomplete or inaccurate information on application.
- Any unpaid balance to a previous landlord.
- Any eviction judgments for possession within the previous 3 years.
- A pending eviction action that has not yet resulted in a dismissal or judgement in favor of the Applicant, at the time the application is submitted.
- Non-U.S. citizens who do not provide the required U.S. INS documents.
- Applicant has been convicted or charged for criminal conduct that is of a nature that poses a threat to the apartment community.
- Applicant does not meet the requirements set forth in these criteria.

SECURITY DEPOSIT REQUIREMENTS

- If you are approved and a rental agreement is to be executed, then a security deposit is required to be paid in full prior to moving in.
- If any time after background and credit screening have been performed you or any co-applicants withdraw an application, we will retain the screening fee and the parties will then have no further obligation to each other.

- Screening fees may be paid by money order, cashier's check or cash directly at the management office.
- All move-in rent and deposits must be paid by money order, cash or cashier's check. No personal checks or third-party checks will be accepted.
- *Score Properties does not accept any payment from third party payment processors such as Venmo, PayPal, Square, etc.

OCCUPANCY

- Except as prohibited by any applicable law, the maximum number of persons per apartment: 2 persons per bedroom plus 1. Example: 1-bedroom limit is 3 people, 2-bedroom limit is 5 people, 3-bedroom limit is 7 people.
- Except as prohibited by law, in the event an adoption or birth of a child occurs causing the occupants to exceed the maximum number permitted per bedroom, residents will have until the expiration of the lease term to provide a 30 day notice to vacate.

IDENTIFICATION

- All applicants must show current/valid government-issued photo identification before move in. However, alternative forms of identification may be acceptable, if verifiable and reliable.

GUARANTORS

- Guarantors may be accepted when:

The rent to income ratio is not met by the applicant, or Applicant does not have a sufficient credit and rental history.

- Guarantors must complete an application for residency and be processed through MFI Credit Solutions. However, said application shall in no event result in Guarantor becoming a tenant.
- Guarantor must have a FICO score of 700 – 1000.
- Guarantor must have gross monthly income of 4 times the monthly rent.
- Guarantor must sign the Guaranty of Lease Agreement as a condition precedent to applicants become tenants pursuant to a Rental (Lease) Agreement.
- Guarantor must reside in the United States.

RENTER'S LIABILITY INSURANCE

- **Renter's Liability Insurance Is Required.**
- Residents are required to obtain and maintain, on or before the commencement of the lease, and at all times during tenancy, renter's liability insurance with an amount of coverage of \$100,000 per occurrence and covering the apartment address rented by the resident.
- Residents must name the Property Owner and Landlord as an interested party on the renter's liability insurance policy.
- Residents are required to provide documentation of renter's liability insurance coverage before the tenancy begins.
- Each adult tenant must either be listed as an insured on the policy, or must have his/her own renter's insurance policy with the required coverage
- The foregoing renter's liability insurance shall not apply, if prohibited by law.

DENIAL POLICY: If the application is denied due to unfavorable information received during the screening process, Applicants will be notified in writing via email and may contact (in writing) the Manager that processed the application.

Applicant/Resident Signature/Date

Management Signature/Date