

STATEMENT OF RENTAL POLICIES

Please read this information thoroughly before applying...

1.WE ARE AN EQUAL OPPORTUNITY HOUSING PROVIDER. We fully comply with the federal Fair Housing Act. We do not discriminate against any person because of race, color, religion, sex, handicap, familial status, or national origin. We also comply with all state and local fair housing laws.

2.OCCUPANCY GUIDELINES. To prevent overcrowding and undue stress on plumbing and other building systems, we restrict the number of people who may reside in an apartment or house. In determining these restrictions we adhere to all applicable fair housing laws.

3.APPLICATION PROCESS. We evaluate every application in the following manner. Each adult (18 years or older) must submit an *Application to Rent* and respond appropriately to each field on the form. Each adult must pay a \$30.00 non-refundable application fee. The application fee is non-refundable whether the application is approved or unapproved, or if the applicant is approved and decides not to rent. We will check your credit and criminal history as well as employment and rental references to confirm that they meet our rental criteria. If you meet our criteria we will approve your application; this process takes one to three days. In the event of multiple applicants we will rent available property to the first applicant who meets our criteria. If you are approved but decide not to rent, and have not yet signed a lease, your application will be withdrawn and filed for 30 days, after which it will be discarded. Withdrawn applications forfeit all queue eligibility for available units and, if not reinstated within 30 days, an applicant must reapply altogether and pay the application fee again. You will be denied rental if you misrepresent any information on the application. If misrepresentations are found after the lease agreement is signed your lease agreement will be terminated.

Guarantors. If you do not meet one or more of the necessary criteria you may be able to qualify to rent if you can get a third party to guarantee your lease. The guarantor must pass the same application and screening process. An additional deposit equaling one month's rent, and potentially up to 6 month's rent, will be required on all guaranteed leases.

4.LEASE AGREEMENT. If you are accepted you will be required to sign a lease agreement in which you will agree to abide by the rules of the rental unit or complex and/or neighborhood. A complete copy of our lease agreement is available for any prospective resident to review. Please read the entire agreement carefully as we take every part of the agreement seriously. The agreement has been written to help us prevent illegal activity from disturbing the peace of our rental units and to help ensure that our tenants are given the best housing we can provide.