



## APPLICATION CRITERIA

**APPLICATION FOR RESIDENCY:** An application for residency must be completed and maintained for each applicant 18 years or older who will be living in the apartment and/or contributing to the payment of rent, including Guarantors. All Applicants will be run separate (including married applicants) and pay a separate application fee per applicant. Falsification of this application may result in an automatic rejection.

**CREDIT HISTORY:** An unsatisfactory credit report can disqualify an applicant from renting an apartment home at this community. An unsatisfactory credit report is one which reflects past or current bad debts, delinquent payments or unpaid bills, liens, judgments, foreclosures, or bankruptcies. All applicants will be required to have a credit score of 650 or above. If any applicant does not meet this requirement, they will be denied. Applicants with no credit history and/or credit history listed as (N/A) must pay one (1) month's additional deposit equivalent to one (1) month's rent.

**INCOME:** Applicant(s) must have a verifiable income source. The combined total of all applicants(s) and/or all verifiable income sources (gross income) must equal three (3) times the amount of monthly rent. Acceptable income verification required may include pay stubs consecutive for an eight (8) week period, a letter of acceptance on company letterhead from the employer, the most recent W2, or proof of assets equal to (3) times the monthly rent of a (12) month lease term. Self-employed applicants may be required to supply the most recent IRS tax return or certified verification from their company accountant or bank on letterhead. Retired applicants (must provide documentation of ability to pay rent). Students that are unemployed must provide proof of financial aid or attain an approved Lease Guarantor.

**LEASE GUARANTORS:** Lease guarantors may be accepted for income qualification purposes only (not for credit) and must reside in the USA. A guarantor must qualify based not only on the proposed rent amount for the applicant's apartment, but the combination of the proposed rent plus their own housing obligation. Lease Guarantor must qualify in approved status for credit portion of the application.

**RENTAL HISTORY:** Up to 24 months of rental history may be verified on present and previous residence. A positive record of prompt monthly payment, sufficient notice, with no damages is expected. Eviction, Skip, or Money Left Owing to a Landlord will be

automatically denied unless the applicant(s) have the required documentation to prove said debt(s) have been satisfied.

NON-US OR US CITIZENS WITHOUT A SSN OR ITIN: Applicants must provide I-94, I-94W (Immigration arrival and departure approval to be in the US) or I-20 (International Student approval to be in the US). The lease end date cannot extend past the date the applicants are approved to be in the US. Applicants with no credit history and/or credit history listed as (N/A) must pay one (1) month's additional deposit equivalent to one (1) month's rent. Applicants must also provide proof of verifiable income.

CRIMINAL BACKGROUND CHECK: If you are approved for credit, we will request criminal history reports on you and every member of your household who is 18 years old or older. Should the criminal history report reveal any sexual assault/battery or any felony conviction(s) that involve crimes of a violent nature against humanity, your application will not be approved. In addition, anyone convicted and/or is a known sex offender will never be approved. Further, any drug related felony conviction(s) may result in your application being declined.

CRIMINAL HISTORY: Applies to applicants and occupants of adult legal age, your criminal history, and the criminal history of each person of adult legal age in the state in which the community is located who will be residing in the apartment, will be screened through our third-party service provider for approval recommendation. We will consider only felony and misdemeanor convictions. We will not consider arrests or pending charges, expunged convictions, or convictions reversed on appeal or where a new trial has been ordered but not held. If you or anyone who will reside in the apartment who is subject to a criminal background check is identified as potentially posing a heightened risk of crime at the apartment community, you and they will be afforded the opportunity to provide additional information for our consideration.

IDENTIFICATION: A copy of all applicant(s) photo IDs AND Social Security Card and/or Passport will be made and retained at time of move-in.

OCCUPANCY: Roommates: 2 persons per bedroom only. Familial Status: Familial Status protects children under the age of 18 and the family with children under the age of 18. A maximum of two persons per bedroom plus one (1) additional person (child under the age of 18) per apartment home. (Example: 1/1 = 3 persons; 2/2 = 5 persons; 3/2 = 7 persons; 4/2 = 9 persons).

NOTIFICATION: Applicant(s) will be informed of the status of their application by e-mail within 48 hours (business days only and not including Holiday closures).

OFFICE HOURS: Monday – Thursday, 10:00am – 5:00pm : Friday – Saturday, 10:00am – 2:00pm : Closed on Sunday.

**EQUAL HOUSING POLICY:** The Fair Housing Act protects people from discrimination when they are renting, buying, or securing financing for any housing. The prohibitions specifically cover discrimination because of race, color, national origin, religion, sex, disability and familial status. Summerhill Apartments supports the Fair Housing Act and Summerhill Apartments does not discriminate in any way based upon race, religion, color, sex, national origin, familial status, disability, age, marital status, sexual orientation, or any other classification protected by federal, state, or local law applicable in the jurisdiction where the apartment home is located. It is Summerhill Apartments policy to make reasonable accommodations in rules, policies, practices, or services when necessary to provide disabled persons with equal opportunity in the use and enjoyment of an apartment. Such accommodations may include public and common areas. The Resident must request and obtain permission from Summerhill Apartments for any accommodation or modification PRIOR to implementing the same. In general, the expense of physical modifications to the apartment or apartment community is the responsibility of the Resident, with some exceptions. The Resident does not have an absolute right to the specific accommodation or modification requested and Summerhill Apartments has the right to offer a substitute or alternate accommodation or modification with conditions that will provide adequate assurance for the safety, health, and well-being of other Residents, occupants, social guests, invitees, and Summerhill Apartments employees. In general, the expense of returning the interior of an apartment to its original state after physical modifications is the responsibility of the Resident, with some exceptions. It is Summerhill Apartments express policy that a Resident or occupant with a disability is allowed to have an animal to assist with that person's disability, unless the animal has a history of dangerous, vicious, or unsafe behavior. If the nature of the disability is not obvious or the manner in which the animal will provide assistance is not clear, Summerhill Apartments has the right to request verification of need from the Resident/occupant's qualified health care provider. If applicable, animal restrictions, including breed and weight, may be waived by Summerhill Apartments for an approved service/assistance animal. No additional pet rent, fee or security deposit is required for an approved service/assistance animal. For approved service/assistance animal(s), Resident agrees and understands that: 1). Pet, Service, or Assistive Animal Addendum must be executed PRIOR to keeping the animal in the Apartment; 2). That Resident must adhere to all rules for the animal as set forth in the Pet, Service, or Assistive Animal Addendum and; 3). That Resident is responsible for all damages exceeding normal wear and tear caused by keeping such a service/assistance animal in the Apartment.