

Thank you for choosing to live in our building. Enclosed are the guidelines we use to qualify applicants for residency in our building. Each applicant must agree to abide by these guidelines. Occupants currently residing in our community have met or currently meet these guidelines.

WE DO NOT DISCRIMINATE AGAINST ANY PERSON BASED ON RACE, COLOR, RELIGION, SEX, NATIONAL ORIGIN, FAMILIAL STATUS, OR HANDICAP.

Qualification standards include but are not limited to the following criteria:

#### 1. AGE

- \* Lease Holder(s) must be 18 years or older (except those protected by familial status).
- \* All applicants 18 years of age and older must fully complete, date and sign a separate application.

#### 2. IDENTIFICATION

- \* All applicants must provide a valid Social Security Number. Applicants without a social security number are required to submit a valid INS document for verification.
- \* An application fee must be paid by each applicant 18 years of age and older for processing income eligibility, credit history, and criminal background.
- \* Any applicant knowingly submitting fraudulent documentation will be denied approval.

#### 3. INCOME

- \* Residents of each apartment must have a combined gross monthly income no less than three times the monthly rent of the apartment.
- \* A credit history that shows ability to pay rent regularly and on time is required for at least one of the applicants or the guarantor.
- \* Prior to approval, all income may be verified by the following:
  - a) Copies of the last two consecutive payroll checks stubs with YTD total showing at least two months of employment/employment verification.
  - b) Proof of retirement.
  - c) Proof of social security income, disability or other government income.
  - d) Proof of child and/or spousal support payments.
  - e) Students whose income does not meet the requirement will need a qualified guarantor.

#### 4. CREDIT HISTORY

- \* Our credit reporting agency evaluates credit and rental history against indicators of future rent payment performance. An unsatisfactory finding may result in the requirement of an additional deposit or denial.

#### 5. CRIMINAL HISTORY

- \* Misdemeanor or felony convictions may negatively affect the rental application.
- \* Deferred adjudications or open charges may result in denial of the rental application.
- \*\* You can obtain your credit and criminal report information through Rental History Reports, the company that we use for credit and criminal history verification.

Rental History Reports

7900 W 78th St Ste 400

Edina, MN 55439

Phone (888) 389-4023 (952) 545-3953

Fax (888) 389-4024 (952) 545-3973

[www.RentalHistoryReports.com](http://www.RentalHistoryReports.com)

#### 6. RESIDENCY

- \* Must have 1 year of verifiable rental history. Mortgage will be considered as rental history.
- \* Previous rental history will be reviewed and must exhibit no derogatory references in the last 3 years.
- \* All debt owed to an apartment community must be satisfied.
- \* Satisfied or dismissed evictions are considered with proper documentation.

#### 7. GUARANTORS

- \* If a guarantor is needed, he/she must meet the entire qualifying criteria as presented above.

\* All guarantors must have a verifiable source of income in an amount no less than 3.0 times the rental rate.

\* All guarantors WILL NOT BE accepted if there is a lack of credit history or insufficient income.

\* The guarantor must pay an application processing fee and sign the Guarantor Addendum.

#### 8. APPLICATION FEE

\* A non-refundable fee of \$50 per applicant will be paid at time of application.

#### 9. ADMINISTRATIVE FEE

\* A non-refundable fee of \$250 per apartment will be paid prior to move-in.

#### 10. OCCUPANCY

\* The maximum number of residents permitted to dwell in an apartment shall not exceed two (2) occupants per bedroom. The only exception to occupant limitations is under familial status per federal Fair Housing guidelines. In this case, per City of Minneapolis guidelines, we will allow up to 3 related persons per one bedroom apartment and 5 related persons per two bedroom apartment.

#### 11. PETS

\* If you have pets, please see your leasing representative for more information.

#### 12. SMOKE-FREE PROPERTY

\* This is a smoke-free building. The premises and the building have been designated as smoke-free. Resident, resident's household, any occupant, and guests are not permitted to smoke anywhere in the premises or the building, or in any common areas or adjoining grounds of the building. Resident(s) agree(s) to inform guests and visitors to the premises of this covenant and use reasonable effort to secure their compliance with this covenant.

BY AGREEING TO THE TERMS AND CONDITIONS, I ACKNOWLEDGE THAT I HAVE REVIEWED THE RENTAL CRITERIA. I UNDERSTAND THAT IF I DO NOT MEET THE QUALIFICATION CRITERIA OR IF I FAIL TO ANSWER ANY QUESTION OR GIVE FALSE INFORMATION, THEN THE COMMUNITY MAY REJECT THE APPLICATION AND RETAIN ALL APPLICATION FEES, ADMINISTRATIVE FEES AND DEPOSITS AS LIQUIDATED DAMAGES FOR ITS TIME AND EXPENSE AND TERMINATE