

## Leasing Criteria

**Equal and Fair Housing:** We do not discriminate on the basis of race, color, religion, creed, national origin, sex, disability, familial status, sexual orientation, gender identity, or age (except when age is related to eligibility), in any phase of the occupancy process.

**Availability:** Applicants for apartment homes will be accepted on a first come, first serve basis and are subject to the availability of the apartment floor plan requested.

**Rental Applications:** Rental applications must be completed by each applicant (defined as all residents to be identified in the lease as the person or persons responsible for paying the rent). Any omissions or falsifications may result in rejection of an application or termination of a lease. A driver's license or other state or federally issued photo I.D. will be required for identification prior to showing an apartment home. This I.D. will be kept in a secure location in the rental office and returned once the apartment tour is completed. All applicants must be a minimum age of fifty-five (55) years of age.

**Qualifying Criteria: In approving an applicant for residency, the following criteria must be met:**

**Rental History:** Five (5) years of verifiable history on current and/or previous addresses. Applicant must provide a lease and rental receipts if rental is or was from a private owner. An applicant may not have any unresolved debts to a current or previous landlord/mortgagor. The latter will result in automatic rejection. The following will be cause for rejection as a result of information gathered from prior landlords: repeated disturbance of neighbor's peace; reports of unsavory or illegal activity (drugs, gambling, etc.); damage beyond normal wear and tear; reports of violence or threats to neighbors or landlord; allowing persons not on lease to reside in apartment; failure to give proper notice before moving; failure to make timely and correct rental payments.

**Employment:** Each applicant must have verifiable current employment and two (2) years employment history or a verifiable source of income. Self-employed individuals must provide a financial statement from a CPA or previous year's tax return. If not verifiable by their employer, Centrum will require a copy of the previous year's tax return filed with the IRS or the past six (6) months of paycheck stubs or bank statements.

**Income:** Gross income per individual or married couple must be two (2) times the amount of market rent. Roommates must qualify individually and are required to make one and a half (1.5) times the amount of the market rent. Fixed monthly obligations must not exceed 60% of income.

**Roommates:** Each roommate will be responsible for the entire rental payment and each must execute the lease agreement. No partial or split payments will be accepted.

**Credit:** Each applicant's credit report will be processed and input into a scoring grid which results in a point value. A minimum score is required to be approved for residency. This score is determined by an automatic evaluation of the applicant's credit by an independent agency.

**Criminal History:** Each applicant's public record history will be examined to determine if the applicant has engaged in criminal activity in the past. This history is, like the credit history above, evaluated by an automatic program to arrive at an approved or disapproved recommendation based on the evaluation conducted by the independent agency.

**Occupancy:** No more than two occupants per bedroom in each floor plan.

**Application Fee:** A **non-refundable \$30.00** application fee will be submitted by each applicant(s).



**Security Deposit:** A good faith deposit of **\$99.00** will be submitted along with the rental application(s) to reserve an available apartment home. Applicant(s) have 72 hours to cancel their application(s) in writing and receive a full refund of their good faith deposit. If cancellation is after the 72 hour period, it will be retained by management and no refund will be issued. Applications(s) may take longer than 72 hours to verify based on the information provided by the applicant(s). Therefore an applicant's 72 hours written cancellation policy is not contingent upon the applicant's application being approved. If an applicant's application is denied, based on an applicant not meeting Centrum's leasing criteria, Centrum will refund, in full, the good faith deposit within 45 days from the date of denial. Once the application has been approved, and the lease has commenced, the good faith deposit is applied towards the apartment's security deposit. The security deposit is refundable, providing all provisions of the lease agreement are met upon date of move out. The security deposit can be of an increased amount if credit/rental history has discrepancies and cannot meet the minimum standard.

**Additional Community Information:**

**Rental Payments:** Rent is due on the 1<sup>st</sup> day of each and every calendar month and late thereafter. There is a service charge, in the amount of 10% of your lease's rental rate, for any rent paid after the 5<sup>th</sup> day of each calendar month. No partial payments will be accepted. Checks, cashier's checks or money orders are the requested forms of payment. All returned checks, will be assessed a NSF fee of \$50, in addition to the 10% late fee charge. After two (2) NSF is tendered, leasee(s) will be on a money order or cashier's check basis, for the rest of their lease term. In a roommate situation, each roommate will be responsible for the obligation of the entire rental payment. No partial or split payments will be accepted.

**Smoking:** Smoking is prohibited on all First Centrum communities effective 2006. Smoking is prohibited in all buildings, individual apartment homes and common areas.

**Pets:** Pets are welcome at the community with prior approval. There are breed and weight limit restrictions at the community. A **non-refundable** deposit of **\$150.00** must be paid upon commencement of the lease. There is a monthly pet rent of **\$15.00** to be paid per pet, per month, in addition to your monthly rental amount as stated on the Lease Agreement and any additional addendums.

**Grills:** The use of a charcoal or a gas grill is strictly prohibited at all times. There are designated grilling areas located on the property.

**Vehicles:** Two vehicles maximum will be permitted per apartment home as space will allow for at the community. Boats, trailers, commercial vans and/or trucks, campers and motorcycles will not be permitted on the property at any time, without management's prior written approval. Visitors and overflow vehicles are asked to park in designated visitor parking areas.

**Water Items:** Waterbeds and aquariums are only permitted with management's prior written approval. Centrum requires proof and verification of renter's insurance specifically outlining coverage for these items. This proof of renter's insurance coverage will be required prior to signing your lease agreement.

I/We have read and agree to the above criteria from which my/our application(s) will be approved.

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Applicant

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Dated

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Applicant

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Dated

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