

ORION REAL ESTATE SERVICES

CRITERIA FOR RENTAL – Provenza at Plum Creek

Equal Housing – This community does not discriminate against any person because of race, color, religion, sex, handicap, familial status or national origin and will comply with state and federal fair housing and antidiscrimination laws.

Occupancy Standard – A maximum of two persons per bedroom are allowed. Persons under six (6) years of age are not considered in this calculation.

Age – Lease holder(s) must be 18 years or older. All occupants 18 years or older are required to complete an application, even if living with parent or guardian.

Income – Gross monthly income of all lease holder(s) must equal 3 times the monthly rental amount. All income must be verifiable. Income does not include allowance from parents, scholarships or study subsidies.

Employment - Applicant must 1) be employed with current employer for at least six months; 2) have current job and at least six months employment with previous employer; or 3) receiving retirement benefits, government benefits, or any other verifiable and consistent income.

Self Employment - Must provide the previous year's personal income tax return and the previous two months personal bank statements as evidence of sufficient income. Persons whose jobs are commission only or base salary plus commission, tips, or bonuses are considered self-employed.

Rental History - Rental history at the current and previous residence must include satisfactory rental payment history, no evictions, sufficient move-out notice and all lease terms fulfilled. Any debt owed to an apartment community must be paid in full.

Credit – Unsatisfactory credit references including any open bankruptcies, or no credit history may result in the requirement of an additional deposit or denial. Unsatisfactory credit shall be determined through a screening analysis report from First Advantage below 500. The qualifying criteria includes an applicant's credit history, payment history, rent to income ratio, debt to income ratio, and rental history from the rental history database information available at the time the application is processed. The screening analysis report allows us to gather a comprehensive perspective of the applicant's risk level.

Criminal Background – No applicant, resident or occupant may have been indicted, arraigned, or convicted of a felony charge. This includes persons who have received deferred adjudication and/or have not yet satisfied the probationary period of a deferred adjudication. Backgrounds on all adult occupants will be checked.

Animals – A maximum of 2 pet(s) per apartment is permitted. The following breeds or partial breeds are not permitted: rottweilers, pit bulls, akitas, dobermans, chows, German shepherds, and Australian shepherds. Exotic animals and reptiles are not accepted. Additional restrictions may apply. Support animals are not considered pets and are allowed to reasonably accommodate a handicapped leaseholder or occupant. All animals must be photographed by management before approval.

Application Fee – A \$50.00 non-refundable application fee is required for the first per person over the age of 18 years. An additional \$20.00 is required for each additional person over the age of 18 years.

Administrative Fee – A \$125 non-refundable administrative fee will be due at time of application.

Co-signer or guarantor - A cosigner/guarantor may be required in the case of ONE of the following:

- No rental history or home ownership in the past five years, or
- No Employment (Students Only)
- First Advantage Screen Analysis is below minimum requirement.

Co-signer/guarantor must be a relative of the applicant and meet all requirements as a lease holder. Deposit equal to one month's rent may be collected in lieu of co-signer or guarantor.

Reasonable Accommodations – Applicants with a disability may request a reasonable accommodation during the application process or at any other time verbally or in person to the Property Manager. All requests will be responded to within seven (7) business days.



