

January 29 2010

RESIDENT SELECTION CRITERIA

Upon receipt of a COMPLETED application, the applicant will be screened considering the following factors:

1. Verification of all credit application information, including income verification.
2. Demonstrated ability to pay rent on time.
3. Verification of references from former landlords at least 2 consecutive years of good, verifiable rental history. All prospective residents must provide previous landlords' name, address, and phone number.
4. The applicant is able to fulfill obligations and comply with all terms of rental agreement.
5. All prospective residents are required to have criminal background check completed and approved before signing a rental lease. The approval of the criminal background check consists of a record without a felony, outstanding warrants for arrest, or other violent or drug related activity or conviction, but not limited to.

Applicants that are approved will have:

1. No felony convictions of any kind within the last 5 years.
2. No activity or convictions including, but not limited to, misdemeanor convictions for any property damage, fraud, violent or terroristic, or drug related crimes.
3. Two years of verifiable positive rental history.
4. No evictions.

All applicants are notified by phone or in writing as to their status with each receiving a written notice detailing the selection or rejection. This process may take up to 14 business days. Reasons for rejection may include:

1. A record of disruptive behavior;
2. A record of destruction of property;
3. A record of poor living or housekeeping habits;
4. Inability to have utilities connected in applicants name;
5. The use, activity or possession, manufacturing of, or sale of controlled substances.
6. A history of criminal activity involving crimes of physical violence to persons or property, or a record of other criminal acts which endanger the health, safety or welfare of other residents.
7. The applicant was/is unable to fulfill obligations and comply with all terms of the previous or current lease/rental agreement including, but not limited to, nonpayment of rent, utilities, and/or eviction actions.
8. The applicant falsified, misrepresented or withheld information or submitted inaccurate and/or incomplete information on any application.
9. The applicant refuses to comply with housing program requirements, lease agreement, policies and/or procedures, (i.e. failure to sign or submit relevant forms, consents, releases, etc.) and,
10. The applicant's failure to cooperate with Management or any of his/her agents, staff.
11. The applicant has displayed threatening, abusive, or violent conduct towards any employee, staff or manager, or owner of the company.
12. Applicant's household characteristics are not appropriate for the size or type of units that are available.
13. Non verifiable positive rental history.

Reasons for **lifetime denial** of housing:

1. If applicant or any family member has been convicted of manufacturing or producing methamphetamine in any public housing development.
2. If applicant or any family member has a lifetime registration under a State Sex Offender registration program.

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