

RENTAL QUALIFICATION REQUIREMENTS

OCCUPANCY GUIDELINES

We follow the suggested occupancy standard as stated under California Department of Fair Employment and Housing (DFEH). The occupancy standard is two (2) people per bedroom plus one additional person for the entire dwelling unit. For example, Studio: 2 people, One-bedroom: 3 people, Two-bedroom: 5 people, and Three-bedroom: 7 people.

APPLICATION

All individuals eighteen (18) years of age or older residing in the home are required to complete an application, undergo the screening process, and provide the necessary documentation, and valid government-issued photo identification. Identification provided is subject to verification by third-party software. These requirements also apply to any changes to the leaseholders during the term of the lease. Applicants applying with more than one person must apply as "Group Application." The first applicant will complete their application and then share the group application link with all other applicants. Application fees are non-refundable. Any falsification in Applicant's paperwork will result in automatic denial of application. If an applicant falsifies their paperwork, property owner has the right to hold all deposits and fees paid to apply towards liquidated damages.

All applications are reviewed following established screening criteria and using services of Appfolio, a third-party software company who obtains information from Experian, a screening provider, for credit, criminal and eviction background checks. Any disputes can be directed at:

Appfolio, Inc.
70 Castilian Dr.
Santa Barbara, CA 93117
(866) 359-3630
www.appfolio.com/consumer

Experian
701 Experian Prkwy
Allen, TX 75013
(888) 397-3742
www.experian.com/reportaccess

INCOME

Applicants must have a minimum combined gross income of two and a half (2.5) times the monthly rent. Income documentation must be able to be verified by the applicant's employer, financial institution, or government agency.

CREDIT REPORT

A credit report will be obtained on all Applicants to verify credit ratings. Unfavorable accounts which will negatively influence this rating include, but are not limited to inquiries, collections, foreclosures, charge-off, repossession, absence of credit, and current delinquency. Evictions, debt to a previous landlord, and open bankruptcies will result in an automatic denial of the application, unless otherwise restricted by law. Applicants with Government Rent Subsidies, including but not limited to, Housing Choice Vouchers, can request to provide verifiable alternative evidence of the ability to pay the portion of the rent for which they are responsible in lieu of their credit history being processed.

CRIMINAL HISTORY

A criminal background check will be conducted for each Applicant and Occupant eighteen (18) years of age or older. All criminal records are evaluated from the date of disposition, regardless of the Applicant's or Occupant's age at the time such offense was committed. Please remember that this requirement does not constitute a guarantee or representation that Residents or Occupants currently residing in our homes have not been convicted of or subject to deferred adjudication for a felony or sex offense requiring registration under applicable law. There may be Residents or Occupants that have resided in one of our homes prior to this

requirement going into effect. Additionally, our ability to verify this information is limited to the information made available to us by the resident background and credit reporting services used.

RENTAL HISTORY

Proof of residency, including verifiable rental or mortgage payment history, is required for the past two (2) years. Applications also depend on the results of a rental history investigation for an approval/ denial determination. Applications may be denied for current outstanding debt or eviction, as permitted by local, state, or federal law. All current and previous residents of Fairgrove Property Management applying for another property must notify the property management team to complete a rental verification.

GUARANTORS

Guarantors are not accepted at this property.

ANIMALS

Each property's policy will vary, please consult your leasing representative to confirm if the property you are interested in does or does not accept animals. If the property does accept animals, a monthly pet rent will be charged for dogs and cats. For properties that accept animals, these are the guidelines:

1. Dogs: The list of domestic dog breeds that are restricted include American Pit Bull Terriers, Rottweilers, Staffordshire Terriers, Chow Chows, Presa Canario, Akitas, Doberman Pinschers, Mastiffs, German Shepherds and any dog that has a percentage of mix of any of those breeds. Any canines other than domestic dogs (wolves, coyotes, dingoes, jackals, etc.) and any hybrids of them are not permitted. Weight restrictions may apply.
2. Cats: All breeds of domestic cat are permitted.
3. Small Animals: Hamsters, guinea pigs and gerbils are permitted. Rabbits, chinchillas and ferrets are not permitted. All permitted small animals must always be caged.
4. Birds: Smaller domestic birds, such as parakeets, are permitted. Larger birds such as parrots, cockatoos are not permitted. Birds of prey and non-domestic birds, such as pigeons, are not permitted.
5. Fish Tanks: Tanks limited to twenty (20) gallons are permitted. Predator fish are not permitted, such as piranhas.
6. Reptiles: All types are restricted.
7. Other Animals: Other animals, including but not limited to, farm animals, monkeys, raccoons, skunks, squirrels & venomous animals are restricted.

SERVICE ANIMALS

Service, assistive and companion animals are permitted at our properties with proper documentation and not considered pets, regardless of a no pet policy or other restrictions, in order to provide equal use of our properties to disabled persons. No additional pet rent or deposits will be charged to persons with service, assistive or companion animals. The applicant may be required to complete an online assessment at www.petscreening.com, who will verify the animal's status. If online pet screening is unavailable, an applicant must fill out an Fairgrove Property Management Reasonable Accommodation/Modification Request Form and Disability Verification Form and take the Disability Verification Form to their healthcare provider to verify the statements at the end of the form.

SMOKING

We do not allow smoking, of any type, at any of our properties. This restriction applies to inside the home, in garages, on patios and all common areas.

DEPOSITS AND MOVE-IN MONIES

Security deposit(s) and move-in monies (e.g., first month's rent, pet rent, parking rent, etc.) require certified forms of payment (cashier's checks or money orders).

INCOME DOCUMENTATION

DOCUMENTATION REQUIREMENTS

Please have the following forms of acceptable income documentation before you apply to expedite the application process. Additional supporting documentation may be requested.

- **Hourly/Commission:** The most recent two (2) month's paystubs from employer. Additionally, applicants must submit their two (2) most recent bank statements.
- **Salaried Applicants:** The most recent two (2) paystubs, equating to at least one (1) month's salary, from employer. Additionally, applicants must submit their two (2) most recent bank statements.
- **Relocation or New Employment:** Offer letter or income verification from the Applicant's Employer: must be current or for a job starting within thirty (30) days of move-in, on company letterhead (or notarized) and signed by the appropriate Human Resources or Company officer, with their contact information. Property management will do independent verification including, but not limited to, contacting the company's human resources department.
- **Self Employed: - Tax Return + Bank Statements:** Most recent year's personal tax return plus most recent two (2) months of a personal bank statement are required to calculate the gross monthly earnings per household. Corporate tax returns and bank statements can be considered with proof of sole proprietorship.
 - If taxes have yet to be filed for the most recent calendar year, we'll accept the prior year's tax return, but the six (6) most recent bank statements are required.
 - A return from the previous year will not be accepted after April 15th unless proof of a tax filing extension is submitted with the previous year's tax return.
 - If necessary, additional months' bank statements may be requested. Consistent deposits equating to two and a half (2.5) times the monthly rent must be on statements. Transfers will not be included in the calculations. No joint bank accounts may be used unless all joint owners apply as leaseholders. No prepaid, PayPal, Venmo, CashApp or similar accounts will be accepted.
- **Social Security Disbursement Letters and Bank Statement:** A disbursement letter from the current year showing monthly amount or statement. Additionally, applicants must submit their two (2) most recent bank statements.
- **Child support:** A court order or notarized letter from an attorney representing the terms of proposed assistance. Additional documents may be necessary. Additionally, applicant must submit their two (2) most recent bank statements.
- **Savings Account:** Most recent two (2) months of bank statements showing a minimum of the average ending balance equal to two and a half (2.5) times the total rent due for the entire lease term.
 - For example, if the monthly rent is two thousand dollars (\$2,000) with a twelve (12) month lease term, the average ending balance must be a minimum of sixty-thousand dollars (\$60,000).
 - No joint bank accounts may be used unless all joint owners apply as leaseholders. No prepaid, PayPal, Venmo, CashApp or similar accounts will be accepted.
- **Tax Return, W-2, or 1099 + Bank Statements:** Must be combined with your two (2) most current bank statement showing current employment.
 - Note: A return from the previous year will not be accepted after April 15th unless proof of a tax filing extension is submitted with the previous year's tax return.