APPLICATION PROCEDURES

EFFECTIVE FEBRUARY 13, 2026

NON-DISCRIMINATION POLICY
Olympus Properties, LLC ("Olympus") adheres to the Fair Housing Act and will not discriminate against any person on the basis of race, color, religion, sex, disability, familial status or national origin.

PROCEDURES

- All applications must be filled out completely.
- Only one application per Applicant will be accepted every 90 days.
- Olympus charges a $40 non-refundable fee for each Applicant.
    - Applications must be submitted online.
    - Payment must be via credit or debit card through the online application.
    - No cash will be accepted.
- All U.S. citizens must submit a photo ID (state-issued ID, driver's license or passport) and social security number.
- All non-U.S. citizens must submit a photo ID (state-issued ID, driver's license or passport) and proof of lawful immigration status, including but not limited to form I-20 or I-90.
- Olympus will check credit, employment history, prior landlord information, references, and criminal background within 3 business days following receipt of the application and fee.
- All units will continue to be marketed as available until a lease is signed and security deposit is paid in full. Receipt of applications and security deposit will determine the position on the wait list for a unit. Applicant(s) may be given a deadline to sign a lease and pay the security deposit if other Applicant(s) are ready to sign.
- Security deposit is due in full at the time of the lease signing.
- If each Applicant is not present at the lease signing, then the Applicant(s) present at the signing carry responsibility of the entire lease agreement until all roommates are signed onto the lease.

BACKGROUND / CREDIT CHECK POLICIES
The Applicant must qualify for tenancy based upon Olympus' current background and credit check policies as posted on the Olympus website at OlyProp.com.

APARTMENT / HOUSE SHOWINGS
Olympus endeavors to give Current Residents reasonable notice of a showing of their home to an Applicant. Olympus is only able to show properties by appointment. Appointments can be made the day of showings.

Olympus employees cannot transport individuals at any time. If the Applicant does not have transportation from Olympus' office to the location of the unit, Olympus will meet the Applicant at the unit. If multiple properties are being viewed the applicant must provide their own transportation between properties. Failure to provide a speedy transition from one property to the next may require the Applicant to schedule different appointment times.