

GROUNDS FOR DENIAL OR SPECIAL PROVISIONS:

Applicants will be denied if they do not meet the community owner’s screening criteria. Applicants may be denied for any, or a combination of any, of the following reasons:

1. Misdemeanor or felony criminal background including, but not limited to, crimes against persons or property, theft/burglary, prostitution, history of violence, illegal controlled substances, harboring a fugitive, and/or alcohol abuse
2. Unable to provide documentation from U.S. Immigration to verify legal entry in the United States and legal residency in the United States for the length of the lease term.
3. History of allowing unauthorized occupant(s) to reside in your apartment home as evidenced by previous landlord’s verification(s);
4. Lack of six (6) months of verifiable continual rental history;
5. Poor housekeeping as evidenced by previous landlord’s verification(s);
6. History of drug or alcohol abuse as evidenced by previous landlord’s verification(s) or record of arrest and/or conviction, and no current rehabilitative services;
7. History of paying rent late or poor rental background as evidenced by previous landlord’s verification(s) and/or credit report;
8. Evidence of negative check writing history;
9. A negative credit report, which may include the history of late payments, charge offs, low credit score and /or collection accounts.
10. Refusal to occupy proper unit size in accordance with property unit size standards;
11. History of property damage to apartment/townhouse/house or common areas as evidenced by previous landlord’s verification(s) and/or credit report;
12. History of lease violations as evidenced by previous landlord’s verification(s);
13. History of violence and interference with management's duties and responsibilities as evidenced by previous landlord’s verification(s), government or social agencies’ verifications, police reports, and/or criminal background check; or
14. Failure to move into the rent-ready unit on the agreed date; this will cause the unit to be offered to the next qualified applicant on the waiting list;

Applicants will not be denied on the basis of race, color, religion, national origin, sex, handicap or familial status.

_____ Date _____ Applicant Signature

_____ Date _____ Applicant Signature

_____ Date _____ Applicant Signature



APPLICATION CRITERIA

All applicants for residency will be processed through a credit-reporting agency. All responsible parties 18 years of age or older must complete and sign an application. Unauthorized occupants are strictly forbidden.

In reviewing the application, all or part of the following areas will be taken into consideration.

1. **CREDIT**

All credit status for the last 2 years will be checked through the appropriate **Credit Bureau**. The credit history must be free of any outstanding debt to previous landlords, and creditor.

2. **RESIDENT/RENTAL HISTORY**

The last 2 years resident/rental history is required. All appropriate phone numbers and addresses, where this information may be **VERIFIED**, must appear on the occupancy application. All resident history must be free of rental housing evictions, skips and all delinquencies.

3. **EMPLOYMENT INCOME**

Applicant's **local employment** must be verified, including salary amount. Monthly rent cannot exceed _____% of the gross monthly income.

4. **CHECK WRITING HISTORY**

No evidence of negative check writing history.

5. **CRIMINAL HISTORY**

The criminal records of all household members over the age of 18 will be checked and reviewed for felony and misdemeanor offenses. The information gathered as the result of this check would effect the approval of the application.

6. **NON U.S. CITIZENS**

Must be able to provide documentation from U.S. Immigration to verify legal entry and residency in the United States for the length of the lease term.

This community is committed to **DRUG-FREE HOUSING**. The lease agreement prohibits criminal activity, including drug related criminal activity on or near our premises.

PLEASE TAKE YOUR TIME AND FILL OUT YOUR APPLICATION THOROUGHLY TO INSURE TIMELY PROCESSING. PROCESSING CANNOT BEGIN UNTIL A COMPLETED APPLICATION IS RECEIVED.

Signing this acknowledgment indicates that you have had the opportunity to review the landlord's resident selection criteria. The resident selection criteria may include factors such as criminal history, credit history, current income and rental history. If you do not meet the selection criteria, or if you provide inaccurate or incomplete information, your application may be rejected and your application fee will not be refunded.

Applicant Signature

Date: _____

Applicant Signature

Date: _____

Applicant Signature

Date: _____



Criteria Understanding Acknowledgement

Equal Housing Opportunity: Lincoln Property Company is an equal housing opportunity provider. This community does not discriminate on the basis of race, color, sex, national origin, religion, disability or familial status. Lincoln Property Company fully supports and complies with the Federal Fair Housing Act as well as all state and local laws regarding equal housing opportunities.

Application Processing: This community utilizes an outside agency to process all prospective rental housing applications. This outside agency uses a statistical scoring system in reviewing the application. The application will be approved or denied by the independent outside agency. No employee of this apartment community has the authority to approve or deny an application for residency.

Application Criteria:

- (1) Occupants - all persons 18 years of age or older must complete and sign an application.
- (2) Credit – all credit status for the last 2 years will be checked through the appropriate credit bureau. Credit history must be free of outstanding debt to previous landlords and creditors.
- (3) Resident Rental History – the last two years resident rental history is required. All appropriate telephone numbers and addresses where this information may be verified, must appear on the application. All resident history must be free of rental housing eviction, skips and all delinquencies.
- (4) Employment Income – applicants local employment must be verified, including salary amount. Monthly rent cannot exceed a certain percentage of the gross monthly income. The latter will vary according to the rent structure of the apartment community.
- (5) Check Writing History – score must be acceptable.
- (6) Criminal History – criminal records of all household members over the age of 18 will be checked and reviewed for felony and misdemeanor offenses. The information gathered as the result of this check would effect the approval of the application.
- (7) Guarantor – this apartment community only accepts guarantors for full-time students. Guarantors are **not** accepted on behalf of applicants whom cannot meet the qualification criteria. Guarantor must be a parent, guardian or relative of full time student. Proof of full-time student status is required. Guarantors must complete an application and be approved. Guarantors must sign the Guarantor Agreement prior to occupant move-in.

This community is committed to Drug-Free Housing. The lease agreement prohibits criminal activity, including drug related criminal activity on or near our premises.

Applicant by signing this form acknowledges that they have read and understand the criteria for residency at this community. Applicant further acknowledges that to the best of their knowledge that they can meet the criteria for approval and that the application fee required for processing the application is non-refundable, regardless of approval or denial. It is further acknowledged and understood that no employee of this apartment community has the authority to amend this criteria or to insure the applicant's approval or denial. Such approval will be done by the outside independent agency.

Sample Lease Paperwork – Applicant also acknowledges that at the time of placing the application that they have been provided a sample package of the lease. **Applicant Initials:** _____

Applicant

Date

Applicant

Date

Applicant

Date

Leasing Agent

Date