

## Qualifying Criteria

**CROWNE AT LONG LEAF TRACE APARTMENTS, ITS OWNERS AND EMPLOYEES  
ADHERE TO FAIR HOUSING LAWS AND WILL NOT DISCRIMINATE AGAINST ANY PERSON ON THE  
BASIS OF RACE, COLOR, RELIGION, SEX,  
NATIONAL ORIGIN, DISABILITY OR FAMILIAL STATUS.**

### QUALIFICATION FACTORS:

- 1) AGE - Age requirement for all applicants must be at least 18 years of age. All applicants under the age of 21 must have a guarantor.
- 2) INSURANCE- As a condition of our Apartment Lease Contract all residents are required to maintain a resident liability or property damage insurance policy in the amount of \$300,000.00.
- 3) INCOME VERIFICATION- Proof of verifiable income must be submitted. Monthly gross income must equal or exceed three times the monthly rent. Acceptable forms of verification are:
  - A recent pay stub showing year-to-date earnings
  - A recent bank statement
  - Offer letter from employer
  - I-20 or Affidavit of Financial Support
  - W-2 form
- 4) COMPLETED RENTAL APPLICATION- If applicant does not have a social security number, the following documents must be provided:
  - Valid government-issued ID
  - Current Visa
  - Acceptance letter from the university if you are a student

5) **Crowne at Long Leaf Trace Apartments** evaluates each person applying to live at its community with a credit-risk scoring system that is provided by an independent consumer reporting agency and consistently applied to all of **Crowne at Long Leaf Trace Apartments'** applicants. This scoring system uses a statistical model to estimate the credit risk that an applicant may not satisfactorily fulfill his/her lease obligations. The statistical model was developed from data regarding actual residents and their payment performance of their lease obligations. Prior to final acceptance of each applicant, **Crowne at Long Leaf Trace Apartments** will use this system to provide **Crowne at Long Leaf Trace Apartments** with a numerical score that represents a relative measure of the credit risk associated with that applicant. Each applicant's credit-risk score will be compared to **Crowne at Long Leaf Trace Apartments'** acceptance policies to determine whether or not the applicant may be accepted. If your application is rejected based on your credit-risk score, or accepted with certain additional conditions, you will be advised what factors most adversely affected your score and you will be given the name, address, and telephone number of the consumer reporting agency that provided the credit-risk score to **Crowne at Long Leaf Trace Apartments**. An applicant who is rejected based on his/her credit-risk score, or accepted with certain additional conditions, may obtain a copy of the consumer report(s) on which the credit-risk score was based, and may initiate an investigation to have any erroneous information contained in such reports corrected. The consumer reporting agency will advise you of the actions that you may take in order to do so.

We will not accept an applicant that has a rental history of skips, excessive damages, or evictions. If any of the above criteria cannot be met or verified, we retain the option of requiring an additional deposit or guarantor.

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Signature

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Date

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Signature

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Date