

## WELCOME TO OUR COMMUNITY! Before you apply and complete a rental application, please take the time to review the resident screening criteria.

Availability	Applications for apartment homes will be accepted on a first come, first served basis and subject to the availability of the apartment type requested. Rental rates are subject to change without notice.
Rental Application	An application for occupancy must be completed and maintained for each legal adult prospective resident who will be living in the apartment and/or contributing to the payment of rent. Any false information will constitute grounds for rejection of application and the lease may be nullified.
Evaluation	As a means of evaluating credit, the following information is evaluated with a scoring method that weighs the indicators of future payment performance. The score is based on statistical analysis of prior renters' indicators and subsequent payment performance. Based on the score, we may choose to accept or reject an applicant, or seek additional requirements for approving the lease. The requirements may include, but are not limited to, additional documentation of income or employment, additional rental references, or an additional deposit.
Residence	Up to 24 months of rental history may be verified on present and previous residence. A positive record of prompt monthly payment, sufficient notice, and no damages is expected. For applicants who are homeowners, permission must be granted to verify payment history with the bank or lending institution.
Credit Report	If an applicant is rejected, or if the applicant's rent or deposit is increased or a co-signer is required because of the applicant's poor credit history reflected on a consumer report, the applicant will be given the name, address and telephone number of the credit reporting agency that provided the credit report so the applicant may obtain a copy of the report. All such applicants are encouraged to obtain a copy of their credit report from the credit reporting agency and to correct any erroneous information that may be on the report. Once the erroneous information (if any) is cleared from and/or corrected on the report, then the applicant is encouraged to resubmit an application to this community.
Employment	Employment Verification or proof of income will be required by all applicants. For an applicant to be approved, he/she must generally earn on a gross monthly basis a minimum of three times the gross monthly leased rent. Acceptable income verification if required may include: a pay stub, a letter from the employer, the most recent W-2 form, or, for self-employed applicants, a copy of the most recent tax return or certified verification from his/her company account or bank.
Criminal Background	Grounds for rejection of an applicant or occupant may include any felony or misdemeanor convictions including, but not limited to violent crimes, drug trafficking crimes, and any sexual offender related crimes. While we screen for pending criminal cases involving allegations of criminal conduct; which if resulting in a conviction would result in a determination of ineligibility. We do not use any arrest records as a basis for any eligibility determination. Verification of criminal backgrounds is made by third party agencies based upon federal and state public records. Verification effective 05/2017.
Co-signers/ Guarantors	In the event a co-signer/guarantor is required, he/she must complete an application for occupancy and meet all income and qualifying standards. A co-signer/guarantor will be fully responsible for the lease agreement if the occupying resident(s) default.
Subletting	Subletting is prohibited without the prior written consent of management.
Application Fee	A non-refundable fee paid by each applicant for verification of information.
Administrative Fee	A non-refundable fee is required to offset expenses incurred by management. If the application is rejected by management, the administrative fee will be refunded in full. If applicant cancels after approval by management, the administrative fee will be retained by management.
Security Deposit	A refundable security deposit may be required at designated properties and is held as security for the resident's fulfillment of the conditions of the lease agreement. Deposit may be applied by management to satisfy all or part of the resident's obligations, and such act shall not prevent management from claiming damages in excess of the deposit. If the application is rejected by management, the security deposit will be refunded in full. If the application is approved, and the applicant fails to occupy the premises on the agreed upon date, except for delays caused by the holding over of a prior resident, management will retain the deposit as liquidated damages. If there is a delay due to construction, the applicant will not be responsible.
Occupancy Standards	Maximum occupants per apartment are as follows: studio 2 occupants, one bedroom 3 occupants, two bedroom 5 occupants and three bedroom 7 occupants.
Roommates	Each person must complete an application and both applicants combined income must qualify them for the apartment. Each person is fully responsible for the entire rental payment and each must execute the lease agreement and its supporting documents.
Identification Requirements	Applicants must present a valid government issued photo identification card and a valid Social Security number. Applicants who are citizens of another country must provide the following: (1) a passport, (2) the document that entitles the applicant to be in the United States through the term of the lease, such as a visa, work authorization, or an I-20 verifying student status and proof of enrollment.

The following criteria are general in nature and may be subject to change in order to comply with the laws of the jurisdiction where the property is located. Bainbridge complies with all laws and regulations including but not limited to the Fair Housing Act (as amended) and any state and/or local amendments such as those prohibiting source of income discrimination ("Local Laws"). In the event that, any of the criteria herein conflict with such Local Laws, the Local Laws shall supersede and control rental eligibility notwithstanding anything to the contrary herein.

Application Signature Date

Applicant Signature Date

