

RESIDENT SELECTION CRITERIA

Management & Marketing Concepts, Inc. and this rental community fully adhere to State and Federal Fair Housing Law (Title VII of the Civil Rights Act of 1968 as amended the Housing Community Development Act of 1974 and The Fair Housing Amendment Act of 1988) which stipulate that it is illegal to discriminate against any person because of race, color, creed, religion, sex, national origin, marital status, status with regard to receipt of public assistance, disability, or familial status.

THIS IS AN EQUAL HOUSING OPPORTUNITY COMMUNITY.

OCCUPANCY STANDARDS:

Efficiency	2 person family or 2 roommates
One Bedroom	2 person family or 2 roommates and an infant
Two Bedroom	4 person family or 2 roommates
Three Bedroom	6 person family or 3 roommates

REASONABLE CAUSE DETERMINATION:

The Management of this property has prepared a reasonable cause determination to limit the number of occupants per bedroom. In order to provide adequate parking for all residents on the property, we only allow one roommate per bedroom. This applies to our two and three bedroom units. The number of vehicles allowed per apartment is the same as the number of roommates allowed in this style unit. We see that this equalizes the number of adult drivers, whether a family occupies the unit, or roommates.

RESIDENT SELECTION:

The following procedures outline shall constitute the determination of eligibility and acceptability:

- A. A formal completed application on all adults that will be living in the apartment.
- B. An investigative consumer report will be prepared by the credit-reporting agency on past and present credit.
- C. Verification of employment for the past 6-12 months (current employment minimum of 6 months) including income.
- D. Banking references as needed for confirmation of income or savings may be required.
- E. Contact with present and past landlords for the past 6-24 months.
- F. A police check will be made to determine record of criminal activity.

An application fee of \$30.00 is required at the time application is submitted. There is a \$400.00 deposit per family or \$200.00 per roommate on all single family housing to hold the unit. On multi-family units the deposit is \$200.00 per family or \$200 per roommate in order to hold a unit. One-half of the deposit is refundable in multi-family units. If the applicant changes their mind after 72 hours, the deposit is forfeited.

CO-SIGNERS:

We do accept co-signers with the following qualifications:

- A. Must meet the resident selection criteria.
- B. Must be a relative or legal guardian.
- C. Must show ability to afford rent along with personal debt.
- D. Must sign a "Lease Guarantee" provided by management and notarized or signed in front of management.

SELECTION AND REJECTION CRITERIA:

An applicant may be accepted or rejected on the basis of one or more of the following:

- A. Insufficient/Inaccurate of applicant.
- B. Management will consider whether the applicant has the satisfactory history of meeting financial obligations.
- C. Management will consider whether the applicant demonstrates financial responsibility to pay the monthly rent.
- D. Management reserves the right to approve or decline an applicant based on criminal history or activity.
- E. Management will also verify and document the previous 6-24 months of housing, which includes homeowners.
- F. Inquiries will also be made to determine whether the applicant has fulfilled the lease obligations in the past and present.

APPLICATION APPROVALS:

If an applicant is approved they will get a phone call from our office and/or a formal letter of acceptance.

APPLICATION REJECTIONS:

If management rejects an application, a phone call and/or a formal letter of rejection will be sent to applicant.

LEASE PERIOD/SECURITY DEPOSITS:

Leases for this rental community must be signed by all occupants 18 years or older. The initial lease term is 6, 9, or 12 months, which can be terminated with a 60 day written notice on the first day of the month of the 60 day notice and a termination fee paid at which time the notice is given on multi-family units; and a 30-day written notice on the first day of the month of the 30 day notice and a termination fee paid on the first day of the month for single family homes. Lease terms less than 12 months, which only applies to multi-family housing, are an additional \$25.00 per month. This applies to 6 or 9 month leases. For shorter lease terms consult with management. The security deposit will be refunded when all monies are paid in full.

PET POLICY:

- A. Payment on pets is \$300.00 - \$500.00 nonrefundable, with a limit of 2 pets per unit.
- B. Breeds are approved by management.
- C. Mixed breeds must have a meet and greet with management.
- D. Pets will not be allowed on new carpet.
- E. Pets must be housebroken before being brought into the unit & at full maturity - NO PUPPIES OR KITTENS.
- F. No pet sitting is allowed.
- G. Pet weight limit 50.00 lbs.

**PAYMENTS ARE ACCEPTED IN THE FORM OF MONEY ORDER OR CHECK - NO CASH
ACCEPTED. THIS RENTAL COMMUNITY IS PROFESSIONALLY MANAGED BY:
Management & Marketing Concepts, Inc P. O. Box 10298 Murfreesboro, TN 37129 Phone (615) 849-
9006**