



## RESIDENT SELECTION CRITERIA

### Overall Standards

Fair Housing: This community does not discriminate on the basis of race, color, sex, religion, handicap, familial status, sexual orientation, national origin or any other class protected by applicable law.

Occupancy Standards: No more than two people per bedroom may occupy the apartment, unless there are special circumstances approved by Landlord. Infants up to twenty-four (24) months old are not considered for occupancy purposes.

Identification: All visitors must present a valid driver’s license or other U.S. or state-government issued photo identification in order to view the community. Non-U.S. citizens must present a valid passport or valid visa.

### Application Standards and Process

Application for Rental: An Application for Rental must be completed for each applicant who will be living in the apartment and who has reached the age of majority under state law, which in most states is 18 years or older. Application fees, if applicable, will be collected before an application can be processed.

### Investigations Standards:

Landlord (or its designates) may conduct an investigation of applicant, including thorough personal interviews with applicant's current and/or prior landlord(s), employer(s), and/or others with whom applicant is acquainted. These inquiries may include information regarding applicant's character, general reputation, personal characteristics, and mode of living, credit report, and criminal background. Landlord will attach a summary of applicant's rights under the Fair Credit Reporting Act to applicant's application.

Income History: Except for applicants who receive or who will occupy an apartment unit that receives subsidies or voucher assistance, applicants should must have a gross income source that can be verified and meets the minimum income requirements for the apartment being leased which are determined by multiplying the monthly rent by a specified number of months as determined by the community. Applicants may be required to provide income verification, including a pay stub, a letter from an employer, the most recent W2, the most recent tax return and/or certified verification from company accountant or bank. In instances where sufficient income requirements cannot be met, this community may elect to accept pre-paid rent or a guarantor.

Credit History: Blackhawk Realty Management, LLC may investigate and verify credit history. Landlord evaluates credit history information with a scoring method that weighs the indicators of future rent payment performance, but Landlord retains the right to reject an application no matter an applicant’s ultimate scoring. An unsatisfactory credit report can disqualify an applicant from renting an apartment, including one that reflects past or current bad debts, late payments or unpaid bills, liens, judgments or bankruptcies. If an applicant is rejected for poor credit history, the applicant will be given the name, address and telephone number of the credit reporting agency that provided the credit report but not be told the content of the credit report. An applicant rejected for unsatisfactory credit is encouraged to obtain a copy of the credit report from the credit reporting agency, correct any erroneous information that may be on the report, and resubmit an application.

Criminal History: Applicants, occupants and guarantors will not be accepted if they do not satisfy the criminal history inquiries required by or background investigation allowed by the rental application. However, Landlord does not guarantee or represent that residents and/or occupants currently residing at the community qualify under the criminal background criteria required by the rental application. Blackhawk Realty Management, LLC maintains a strict policy prohibiting registered sex offenders from residing within our communities. This community reserves the right to investigate lists of registered sex offenders in any manner including online, in newspapers or by contacting state agencies. If you or any member of your household has ever been convicted of or plead guilty or “no contest” or had adjudication withheld to any drug-related criminal offense, your application will be denied.

Rental History: Information regarding payment and rental history of each applicant will be collected to verify tenancy. Any applicant who has been previously evicted by a court of law will not be accepted.

Employment History: Blackhawk Realty Management, LLC may confirm employment and reported salary level.

**Guarantor(s):** In the event that a co-signer is required he/she must complete an Application for Rental and meet all the Resident Selection Criteria. A guarantor will be fully responsible for the rent obligations of the Lease Agreement if the occupying resident(s) default.

Application Approval: An applicant may be “Pre Approved” based on credit score alone while pending the full rental and income verification. As a “Pre Approved” applicant, you may sign a lease agreement but it will not be a binding document until the full verification process is complete and the lease agreement is signed by a representative of the community.



\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date