

## **Terway Investment L.L.C.**

### **Screening Criteria Disclosure**

**A. APPLICATION:**

- Each applicant over 18 shall submit a completed application that is legible, verifiable and accurate.
- Each applicant shall provide 2 pieces of identification, one of which contains a personal picture.
- Any applicant without a social security number may be required to pay an additional deposit.
- A non-refundable applicant screening charge of \$50.00 per person (18 and over) shall be paid at the time of application. Any co-signers shall pay a non-refundable \$50.00 screening charge.
- The landlord utilizes a Resident Screening Service to obtain credit reports, and civil and criminal reports.
- Any applicant currently using illegal drugs will be denied. If approved for residency and later illegal drug use is confirmed, eviction shall result.
- Any individual, whose residency may constitute a direct threat to the health and safety of any individual, the complex, or the property of others, will be denied residency.
- Demeanor and behavior of applicants during the application process will be considered. The landlord may require the presence of all occupants for the application interview.

If the application is denied in whole or in part on information received from a resident screening service or a consumer credit reporting agency, the applicant(s) shall be notified, in writing, of that fact at the time of denial. The name and address of the agency will be provided to allow the applicant(s) to obtain a copy of the reports and correct any information.

**B. INCOME:** Twelve months of verifiable employment will be required. Total income shall be 3 times the rent. At the time of application, it shall be the obligation of applicant to provide proof of income by submitting copies of the following:

- If employed, copies of at least two pay stubs or an employer statement of earnings.
- If self-employed, copies of the last tax return.
- If other income, copies of assistant checks, retirement investment reports or other financial data that can prove source, amount, frequency and duration of income.

**C. DEBTS:** If the applicant(s) have a monthly credit card or installment payments, the rent and utilities may not be more than one-third of the total monthly income. If the applicant does not have credit card or installment payments, rent and utilities shall not be more than 50% of the total monthly income.

- Negative or adverse debt showing on consumer credit report may require additional security deposits.
- One or more unpaid collections (not medical related) will result in the denial of your application.

**D. RENTAL HISTORY:** The applicant(s) shall provide information necessary to verify rental or home ownership history for the past 5 years. Information obtained from those related by blood or marriage may require a co-signer or additional security deposit.

- Three (3) years eviction free history is required.
- One or more 72 hour notices or NSF's within one year will result in denial of the application.
- Rental history reflecting past due and unpaid rent will be denied.

**E. LIMITATIONS:**

- All Terway Investment properties are NON-SMOKING. This includes all common areas and the rental unit.
- Pets or other animals are not permitted. Aid animals will be allowed with a medical certificate of need.
- Occupancy may not exceed two people per bedroom.

F. ARRESTS AND CONVICTIONS: Arrests and/or convictions of civil and criminal activity may be evaluated. Any individual whose occupancy could constitute a direct threat to the health and safety of other individuals or could result in physical damage to the premises will be denied.

Failure to meet the screening criteria will result in: (1) The denial of the application, or (2) The requirement of a co-signer who will also be required to meet the screening criteria, and/or (3) The requirement of payment of an additional security deposit. Incomplete, inaccurate, illegible or falsified information may be grounds for rejection or termination of the rental agreement upon discovery. The security deposit required for a rental unit will be that of the least qualified applicant.

Received from the following applicant(s) \$ \_\_\_\_\_ as a non-refundable applicant screening charge.

Check # \_\_\_\_\_ Visa \_\_\_\_\_ Cash \_\_\_\_\_

APPLICANT SIGNATURE:

X \_\_\_\_\_

Date: \_\_\_\_\_

Print Name: \_\_\_\_\_