



## RENTAL QUALIFYING GUIDELINES

Welcome to Aria Residential. Before applying to rent an apartment, review the following Rental Qualifying Guidelines in its entirety.

For the purpose of this document, the term 'Applicant' is defined as the person or persons who will be signing the Lease as the 'Resident'. An applicant must be 18 years of age or older to qualify as a resident. All individuals 18 years of age or older must complete an application and be listed as a 'Resident' on the Lease Agreement. Any individuals under the age of 18 years old will be listed as 'Occupants' on the Lease Agreement.

All applications for residency will be evaluated using the following criteria:

- **EQUAL HOUSING:** Aria Residential is an Equal Housing Opportunity Provider, doing business in accordance with the Fair Housing Act and does not discriminate against any person because of race, color, religion, sex, handicap, familial status, or national origin. Additionally, we provide housing in accordance with all other state or local laws if those laws provide greater protection than the Fair Housing Act.
- **IDENTIFICATION:** A valid government issued photo ID is required for all applicants and occupants 18 years of age or older. The final approval of applications requires all applicants to provide a valid, government issued photo identification prior to approval. Identification scanning technology may be used to validate all forms of identification during the application process. Additional identification may be required on a case-by-case basis if requirements set forth hereunder require additional screening.
- **OCCUPANCY:** Maximum number of persons per apartment: 2 persons per bedroom. In the event of a change in status impacting the number of occupants, residents will have until the expiration of the lease term to transfer to the appropriate apartment to comply with occupancy limits.
- **INCOMPLETE APPLICATION:** An application is not considered complete until all proper documentation is provided and required fees are paid.
- **SCORING OF YOUR CONSUMER CREDIT REPORT:** Aria Residential uses an independent credit reporting agency, Vero Technologies, to obtain and evaluate your consumer credit report. Your



consumer credit report contains information about you and your credit experiences, including but not limited to such items as your bill-payment history, the number and type of accounts that you have had late payments, collection action, outstanding debt, bankruptcy filings and the age of your accounts. Vero Technologies may also obtain, review, and evaluate other relevant criteria about you, including but not limited to information regarding any judgement in an unlawful detainer action that was previously entered against you. Based on this evaluation of your consumer credit report and any other relevant criteria, Vero Technology sends a recommendation regarding your application. Based upon the Vero Technologies recommendation, your application will either be Approved, Approved with Conditions or Declined. If Vero Technologies makes a recommendation of 'Declined' or 'Approved with Conditions', you will be given the name, address and telephone number of the consumer reporting agencies that provided your consumer information to Vero Technologies, as well as other information required by law.

- **A Non-Refundable Move-In Fee of \$300 is required at the time of application.**
  - The Move-In Fee may be refunded if the applicant cancels or withdraws their application within 72 hours of completing the application or if the application is 'Declined'.
  - If applicable, refunds shall be made in accordance with the requirements of the law.
  - **A Non-Refundable Application Fee of \$50 (per applicant) is required at the time of application and will not be refunded once paid.**
- **APPROVED APPLICATIONS:** When a Vero Technologies application recommendation is returned as 'Approved', the applicant will be required to pay a \$500 security deposit at the time of move-in. This application decision is a Tier 1 approval.
  - **CONDITIONAL APPLICATIONS:** When a Vero Technologies application recommendation is returned as 'Approved with Conditions' because of credit and/or income, applicants may be required to provide a Guarantor subject to provisions below and in certain instances may be required to pay an increased security deposit equal to \$1,000 (Tier 2 approval) or 2 month's rent (Tier 3 approval).
  - **DECLINED APPLICATIONS:** If any of the following apply the application will result in an application decision of 'Declined'.
    - Unable to provide a valid government issued photo ID.
    - Falsification of the Application.
    - Anyone with an outstanding unpaid rental and/or utility collection debt.
    - Anyone with an eviction record in the last 7 years.
    - Anyone having an unsatisfied monetary judgment currently pending against them.
    - Criminal Record - Criminal convictions; depending upon the nature and severity of the offense and the time that has passed since the conviction occurred. An application also may be denied if the information available regarding a conviction is insufficient to allow proper classification.



- For other reasons that may be objectively documented that could materially adversely impact the integrity of the tenancy.
- **GUARANTOR:** A Guarantor must show verification to substantiate income equal to or greater than 4 times the effective rent using the type of documentation listed below.
  - Guarantor must complete a Guarantor application via Vero Technologies.
  - Guarantor must reside within the United States and earnings must be in U.S. Dollars.
  - Guarantor signs the Guarantor Agreement but will not be a leaseholder and will not have access to the apartment.
  - Guarantor may be accepted for applicants with a recommendation of 'Approved with Conditions'. However, if running the Guarantor also results in a 'Approved with Conditions' result, the application will be declined, unless an increased security deposit is paid.
- **APPLICANTS WITHOUT A SOCIAL SECURITY NUMBER:**
  - Applications will be processed using all information available through credit reporting agencies if such information can be obtained.
  - Applicants may be required to provide supplemental documentation as proof of identification.
- **PROOF OF INCOME:** Income must be equal to or greater than 3 times the monthly rent. Income verification must be provided prior to the final approval. Aria Residential accepts all lawful sources of income. Verifications may include, but not limited to the following:
  - Two recent pay stubs (dated within 60 days of application) from current employer
  - Offer letters detailing income and start date within 30 days of move-in from employer
  - Pension fund payments/401K/investment fund accounts
  - Court ordered alimony or child support payments
  - Proof of government payments
  - Proof of retirement income
  - Proof of self-employment income via 2 prior years of tax returns or 3 months of bank statements
  - Proof of student loan income or current I-20 Documentation

