RESIDENT QUALIFYING CRITERIA FOR
Capital Properties

Thank you for your interest in leasing a dwelling from us. To help you in making your decision, we have listed below the criteria for qualifying as a resident with us.

1. A separate rental application must be fully completed, dated and signed by each applicant and all co-applicants. Spouses can complete one rental application form together.

2. Each rental application will be reviewed after you submit it.

3. Each applicant must provide government-issued photo identification and allow it to be photocopied.

4. If you are a first-time renter or do not have sufficient income under paragraph 6 below, you may still qualify if you provide a guarantor who meets our qualifications and agrees to be responsible for your lease obligations. To qualify as a guarantor, the individual must have a gross monthly income of at least _____6_____ times the monthly rent you will pay and must meet all other qualifying criteria. Each guarantor must complete and sign our lease guaranty agreement. Guarantors may be held responsible for all your lease obligations, including the entire rent and other costs, such as damages, even if you have roommates.

5. If your family will be occupying the dwelling, the family size must comply with our occupancy policy, which we will provide you a copy of.

6. Both your employment and your monthly income must be verifiable to our satisfaction. Total monthly income of all applicants must be _____3_____ times total monthly rent to be paid to occupy the dwelling. (If it is not, one or more guarantors may be necessary.)

7. The grounds for which a rental application may be denied include:

   - Failure to provide accurate or complete information on an application form;
   - Submission of an incomplete application;
   - Insufficient current income (total of all applicants);
     - Convictions for crimes committed by any applicant or by other occupants (including children) who plan to live in unit for:
       - drug manufacturing or distribution;
         - crimes which have made an applicant subject to a lifetime registration requirement under a state sex offender registration program;
     - criminal conduct that indicates a demonstrable risk to resident safety and/or property, including murder, rape, sexual assault, molestation, assault, battery, arson, terrorism, burglary and theft;

   To the extent it does not endanger persons or property of others in our community, we will consider the nature, severity and recency of criminal conduct found in your criminal history, and we will take into consideration what you have done since your conviction(s)

   - Poor credit history, in our discretion, of any applicant
   - Poor rental history, in our discretion, of any applicant resulting from such things as:
     - Non-payment or frequent late payment of rent
     - An Eviction
     - Alcohol or Drug abuse harming persons, or damaging the rental property or the property of others
   - Poor housekeeping damaging the rental property,the property of others, or interfering with business operations
     - Actions by applicant's children harming persons, or damaging the rental property or the property of others
     - Unruly or destructive behavior by applicant, applicant's children or applicant's guests
     - Violence to persons or property by applicant, applicant's children or applicant's guests

We do not discriminate based on race, color, religion, sex, national origin, disability or familial status, or because of one's presence in any other protected class.

I ACKNOWLEDGE THAT I HAD AN OPPORTUNITY TO REVIEW THE FOREGOING RESIDENT SELECTION CRITERIA, WHICH INCLUDES REASONS WHY MY APPLICATION MAY BE DENIED, SUCH AS CRIMINAL HISTORY, CREDIT HISTORY, CURRENT INCOME, AND RENTAL HISTORY. I UNDERSTAND THAT IF I DO NOT MEET THE SELECTION CRITERIA, OR IF I PROVIDE INNACCURATE OR INCOMPLETE INFORMATION, THE HOUSING PROVIDER MAY REJECT MY APPLICATION, AND MY APPLICATION FEE WILL NOT BE REFUNDED.

_____ Applicant _____ Date

_____ Applicant _____ Date

_____ Applicant _____ Date

_____ Applicant _____ Date

_____ Applicant _____ Date

_____ Applicant _____ Date _____ Owner's Representative _____ Date