

RURAL DEVELOPMENT RENTAL APPLICATION

L.B. Hunt Management Group is an equal housing opportunity provider.

PROPERTY NAME Kensington East II	STATE UT	PROPERTY NO.
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DATE RECEIVED	TIME RECEIVED	MANAGER INITIAL	BEDROOM SIZE ELIGIBLE FOR	<input type="checkbox"/> RD/TAX CREDIT <input type="checkbox"/>	APT. NO. / RENT AMOUNT
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LEASE TERM	APPLICANT TYPE <input type="checkbox"/> APPLICANT <input type="checkbox"/> CO-APPLICANT <input type="checkbox"/> FOREIGN APPLICANT <input type="checkbox"/> TRANSFER <input type="checkbox"/> CO-SIGNER
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PLEASE FILL OUT THIS APPLICATION COMPLETELY. ALL BLANKS MUST BE FILLED IN BEFORE THE APPLICATION WILL BE CONSIDERED COMPLETE AND CAN BE PROCESSED FOR ELIGIBILITY. IF THE BLANK DOES NOT APPLY TO YOUR SITUATION PUT N/A IN THE BLANK.

IF BEING ADDED TO A CURRENT HOUSEHOLD, PLEASE LIST CURRENT RESIDENT'S NAME HERE			
HEAD OF HOUSEHOLD LEGAL NAME (Last, First, Middle Initial)		E-MAIL	PHONE NUMBER
PREVIOUS NAMES, ALIASES OR NICKNAMES USED			
STREET ADDRESS		CITY	STATE ZIP
MAILING ADDRESS, IF DIFFERENT		CITY	STATE ZIP
CURRENTLY <input type="checkbox"/> RENT <input type="checkbox"/> OWN <input type="checkbox"/> ON RENTAL AGREEMENT	DATES OF RESIDENCY	REASON FOR MOVING	
CURRENT LANDLORD NAME	CURRENT LANDLORD PHONE #	CURRENT LANDLORD ADDRESS, CITY, STATE, ZIP	

LIST ALL PERSONS WHO WISH TO RESIDE IN YOUR UNIT:

PLEASE PRINT FULL LEGAL NAME (Last, First Middle Initial)				
APPLICANT'S FULL NAME (Last, First, Middle Initial)	SOCIAL SECURITY NUMBER	IS HOUSEHOLD MEMBER A STUDENT <input type="checkbox"/> YES <input type="checkbox"/> NO	DRIVER'S LICENSE #	BIRTHDATE
CO-HEAD (Last, First, Middle Initial)	SOCIAL SECURITY NUMBER	IS HOUSEHOLD MEMBER A STUDENT <input type="checkbox"/> YES <input type="checkbox"/> NO	DRIVER'S LICENSE #	BIRTHDATE
NAME (Last, First, Middle Initial)	SOCIAL SECURITY NUMBER	IS HOUSEHOLD MEMBER A STUDENT <input type="checkbox"/> YES <input type="checkbox"/> NO	DRIVER'S LICENSE #	BIRTHDATE
NAME (Last, First, Middle Initial)	SOCIAL SECURITY NUMBER	IS HOUSEHOLD MEMBER A STUDENT <input type="checkbox"/> YES <input type="checkbox"/> NO	DRIVER'S LICENSE #	BIRTHDATE
NAME (Last, First, Middle Initial)	SOCIAL SECURITY NUMBER	IS HOUSEHOLD MEMBER A STUDENT <input type="checkbox"/> YES <input type="checkbox"/> NO	DRIVER'S LICENSE #	BIRTHDATE



NAME (Last, First, Middle Initial)		SOCIAL SECURITY NUMBER	IS HOUSEHOLD MEMBER A STUDENT <input type="checkbox"/> YES <input type="checkbox"/> NO	DRIVER'S LICENSE #	BIRTHDATE
DOES ANYONE IN HOUSEHOLD REQUEST A HANDICAP/DISABILITY ADJUSTMENT TO INCOME? <input type="checkbox"/> YES <input type="checkbox"/> NO					
DOES ANYONE IN HOUSEHOLD, WHO IS NOT APPLICANT OR CO-APPLICANT AND IS 18 YEARS OF AGE OR OLDER REQUEST A FULL-TIME STUDENT ADJUSTMENT TO INCOME? <input type="checkbox"/> YES <input type="checkbox"/> NO					
DOES ANYONE IN HOUSEHOLD REQUEST A SPECIAL HANDICAP ACCESSIBLE UNIT? <input type="checkbox"/> YES <input type="checkbox"/> NO IF YES, PLEASE SPECIFY UNIT TYPE REQUIRED					
CITIES, COUNTIES & STATES YOU HAVE LIVED IN THE PAST 7 YEARS					
HAS ANYONE LISTED ABOVE EVER BEEN EVICTED? <input type="checkbox"/> YES <input type="checkbox"/> NO WHEN? WHERE?					
HAS ANYONE LISTED ABOVE EVER BEEN CONVICTED, PLED GUILTY OR NO-CONTEST TO ANY CRIME? <input type="checkbox"/> YES <input type="checkbox"/> NO WHEN? WHERE? COUNTY/STATE?					
DO YOU HAVE A SECTION 8 VOUCHER OR ARE YOU CURRENTLY OCCUPYING A HUD OR RD ASSISTED UNIT? <input type="checkbox"/> YES <input type="checkbox"/> NO					
HAVE YOU EVER LIVED IN HUD OR FmHA PROJECT? <input type="checkbox"/> YES <input type="checkbox"/> NO IF YES, WHERE?					
DO YOU HAVE ANY PETS? <input type="checkbox"/> YES <input type="checkbox"/> NO IF YES, SPECIFY TYPE AND NUMBER?					
DOES ANYONE REQUEST AN ADJUSTMENT TO INCOME DUE TO PAYMENT OF CHILD CARE WHICH ENABLES THEM TO WORK OR FURTHER THEIR EDUCATION? <input type="checkbox"/> YES <input type="checkbox"/> NO					
EXPECTED ANNUAL EXPENSE \$	IF YES, PLEASE GIVE NAME, ADDRESS & PHONE # OF CHILD CARE PROVIDER				
AUTOMOBILE 1:			AUTOMOBILE 2:		
MAKE/MODEL	YEAR	LICENSE #	MAKE/MODEL	YEAR	LICENSE #

PERSONAL REFERENCES:		
(3 PERSONS NOT RELATED OR LIVING WITH YOU, WHOM YOU HAVE KNOWN AT LEAST ONE YEAR)		
EMERGENCY CONTACT/PERSON TO CONTACT IN THE EVENT OF MY DEATH	ADDRESS	PHONE
NAME	ADDRESS	PHONE
NAME	ADDRESS	PHONE
NAME	ADDRESS	PHONE
MARKET SOURCE:		
<input type="checkbox"/> Rent.com	<input type="checkbox"/> Mynewplace.com	<input type="checkbox"/> Housing Authority Referral
<input type="checkbox"/> Move.com	<input type="checkbox"/> Property website	<input type="checkbox"/> Locater Service
	<input type="checkbox"/> Newspaper	<input type="checkbox"/> For Rent/Forrent.com
	<input type="checkbox"/> Banners/Signs/Flyers	<input type="checkbox"/> Apartment
<input type="checkbox"/> Housingconnections.org	<input type="checkbox"/> Previous Resident referral	<input type="checkbox"/> Drive by
		<input type="checkbox"/> Apartment Guide
		<input type="checkbox"/> Craigslist.org
		<input type="checkbox"/> Current Resident referral
		Finder/Apartmentfinder.com
		<input type="checkbox"/> Apartments.com

SOURCES OF INCOME:



List all income sources. This includes, but is not limited to, full and/or part-time employment, all income from Welfare Agencies, Social Security, Pensions, SSI, Disability, Armed Forces Reserves, Unemployment Compensation, Child Care, Alimony, Child Support, Student Grants, Income from sale of property, Interest on Assets, Dividends, Annuities, and Regular Contributions from people not residing with you.

FAMILY MEMBER NAME (Last, First, Middle Initial)	EMPLOYER, AGENCY, ETC. WHO ARE SOURCES OF INCOME TO YOU (List name & address of sources)	ANNUAL GROSS INCOME \$
FAMILY MEMBER NAME (Last, First, Middle Initial)	EMPLOYER, AGENCY, ETC. WHO ARE SOURCES OF INCOME TO YOU (List name & address of sources)	ANNUAL GROSS INCOME \$
FAMILY MEMBER NAME (Last, First, Middle Initial)	EMPLOYER, AGENCY, ETC. WHO ARE SOURCES OF INCOME TO YOU (List name & address of sources)	ANNUAL GROSS INCOME \$
FAMILY MEMBER NAME (Last, First, Middle Initial)	EMPLOYER, AGENCY, ETC. WHO ARE SOURCES OF INCOME TO YOU (List name & address of sources)	ANNUAL GROSS INCOME \$

ASSET INFORMATION:

BANK	ACCOUNT #	STOCKS/BONDS	SAVINGS	CHECKING	TRUST	IRA	CA	MONEY MARKET	BALANCE
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$
BANK	ACCOUNT #	STOCKS/BONDS	SAVINGS	CHECKING	TRUST	IRA	CA	MONEY MARKET	BALANCE
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$
<input type="checkbox"/> WHOLE LIFE INSURANCE <input type="checkbox"/> TERM INSURANCE <input type="checkbox"/> NO LIFE INSURANCE CASH VALUE \$ _____ POLICY # _____					REAL PROPERTY: DO YOU OWN ANY PROPERTY? <input type="checkbox"/> YES <input type="checkbox"/> NO IF YES, TYPE OF PROPERTY: _____				
LOCATION								APP. MKT. VALUE:	
HAVE YOU SOLD/DISPOSED OF ANY PROPERTY/ASSETS IN THE LAST 2 YEARS? <input type="checkbox"/> YES <input type="checkbox"/> NO IF YES, TYPE OF PROPERTY/ASSETS: _____								DATE SOLD/DISPOSED OF:	
DO YOU HAVE ANY OTHER ASSETS NOT LISTED ABOVE (EXCLUDING HOUSEHOLD GOODS)? <input type="checkbox"/> YES <input type="checkbox"/> NO IF YES, WHAT? _____									

PLEASE COMPLETE-ANTICIPATED MEDICAL EXPENSE(S) FOR THE NEXT 12 MONTHS:

(Doctor, Dentist, Optometrist, Hospital, Prescriptions, Insurance Premiums, OTC Medications or Supplies, etc.)

TYPE OF EXPENSE	AMOUNT \$	TYPE OF EXPENSE	AMOUNT \$
TYPE OF EXPENSE	AMOUNT \$	TYPE OF EXPENSE	AMOUNT \$
TYPE OF EXPENSE	AMOUNT \$	TYPE OF EXPENSE	AMOUNT \$
TYPE OF EXPENSE	AMOUNT \$	TYPE OF EXPENSE	AMOUNT \$

Rent, Deposit and Fees: As required by state law, the market rents charged at the property range from **\$0.00** to **\$0.00**. The portion of the rent to be paid by the resident is determined pursuant to Rural Development regulations. Security deposits range from **\$0.00** to **\$0.00**, but the actual amount charged may vary depending on the results of your screening. The Landlord may charge the following fees: Late fee of **10.00** plus actual bank charges related to the NSF check, and to extent allowed by Rural Development regulations, non-compliance fees for violation of written policies related to: late payment of utilities; failure to clean up pet waste; failure to clean up garbage/rubbish; parking violations; and improper use of vehicles. Non-compliance fees may exceed **\$0.00** per occurrence. This information is subject to change prior to execution of the rental agreement.

Applicant screening entails the checking of your credit, income and other criteria for residency. As part of the application process, Landlord may obtain an Investigative Consumer Report which may include information on your character, general reputation, personal characteristics and mode of living. You have a right to request a written summary of your rights under the



Federal Fair Credit Reporting Act as well as a complete and accurate disclosure of the nature and scope of the investigation requested. The request should be made to the Landlord or the credit reporting firm listed on the Criteria for Residency. You have the right to dispute the accuracy of any information provided to the landlord by the screening service or credit reporting agency. The name and address of the screening company can be obtained from either the Criteria for Residency form or the manager.

I hereby give the owner/owner's representative (the "Landlord") the authority to investigate and obtain my credit rating, my current and past rental records, my employment history, any sources of income to my household, my current/past utility records, and any information necessary to determine my eligibility. The information obtained will be used for management purposes only and will be held in confidence. Due to changes in circumstances additional information may be requested at a later date to complete the processing of this application. Your signature below certifies that the statements made on this application are TRUE and CORRECT, and gives management CONSENT to verify the information contained in this application.

FAILURE TO COMPLETE THIS APPLICATION FULLY OR GIVING FALSE INFORMATION MAY RESULT IN THIS APPLICATION BEING DENIED OR EVICTION AFTER TENANCY. Applicant and/or Co-Applicant hereby certifies that this apartment will be their permanent residence and that they will not maintain a separate subsidized rental unit in a different location.

WARNING: Section 1001 of Title 18, United States Code provides, "Whoever, in any matter within the jurisdiction of any department or agency of the United States knowingly and willfully falsifies, conceals or covers up by any trick, scheme, or device a material fact, or makes any false, fictitious or fraudulent statements or representations, or makes or use any false writing or document knowing the same to contain any false writing or document knowing the same to contain any false, fictitious statement or entry shall be fined or imprisoned not more than five years, or both."

I/We acknowledge that I must keep management informed of my continued interest at least every 60 days.

(Applicant's Signature)

Date

(Co-Applicant's Signature)

Date

The following information is requested by the Federal Government in order to monitor compliance with Federal Laws prohibiting discrimination against applicants seeking to participate in this program. You are not required to furnish this information, but are encouraged to do so. This information will not be used in evaluating your application or to discriminate against you in any way. However, if you choose not to furnish it, we are required to note the race/national origin of individual applicants on the basis of visual observation or surname.

ETHNICITY: Hispanic or Latino Not Hispanic or Latino

RACE (mark one or more): White Black or African American American Indian/Alaska Native Asian
 Native Hawaiian or Other Pacific Islander

GENDER: Male Female



TENANT SELECTION PLAN (RURAL DEVELOPEMENT)

Property Name <u>Kensington East II</u>	RESIDENT SCREENING & SELECTION PROCESS
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Thank you for applying to live at our community. **L.B. Hunt Management Group** is an Equal Housing Opportunity provider, and seeks to process all applicants in a fair and consistent manner.

BE ADVISED:

Incomplete, inaccurate or falsified information will be grounds for denial or termination of your tenancy if discovered after the tenancy commences.

- **Any applicant that is a current illegal drug user, addicted to a controlled substance or has been convicted by any court of competent jurisdiction of the illegal manufacture or distribution of a controlled substance shall be denied.**
- **Any individual whose tenancy may constitute a direct threat to the health or safety of an individual, or whose tenancy would result in physical damage to the property of others will be denied.**

CCUPANCY POLICY

- Occupancy is based on the number of bedrooms in an apartment. 2 persons are allowed per bedroom, plus 1 additional occupant. Maximum occupancy for studio apartments is two persons.

APPLICATION PROCESS

- Each applicant will be required to qualify individually. Designate the number of bedrooms you need on the application. If you require assistance in completing the application, please contact the manager. Applicants who submit incomplete applications will be notified within 10 days of the items needed to complete a review of the eligibility for occupancy.
- Select your apartment, complete the application entirely and pay your non-refundable screening fee of **\$40.00 per adult**. Applications take approximately 2-3 days to process-longer if the application is incomplete or if information provided is difficult to verify.
- If an apartment is not available for occupancy when the application is submitted, you will be put on a waiting list. Your application will be screened and verified when an apartment becomes available.
- You will be required to pay a prorated amount for your first month's rent in advance and a security deposit equal to 1 month's basic rent. Cash payments are strongly discouraged throughout your tenancy.
- If the application is approved and you accept the available apartment, you will be required to sign a Resident Certification and a lease agreement in which you agree to abide by all the rules and regulations. You are encouraged to read the lease agreement at the time of application. You will be required to place the utilities in your name and maintain them throughout your tenancy. You will also be required to comply with all recertification and program requirements.

GENERAL REQUIREMENTS

- a) Applicants must be at least 18 years of age, married or emancipated.
- To initiate the application process, two forms of identification will be required. These are: Picture identification plus another form of positive identification. Acceptable forms of picture identification include: a valid, state-issued driver's license, identification card or a passport. Acceptable forms of positive identification (other than picture ID), include: a valid Social Security number, visa or legal alien documentation. Copies of identification may be required. Information from such identification will be required to appear on the application and will be used to complete the screening process.

INCOME REQUIREMENTS

- All forms of income will be verified during the certification process. Failure to properly disclose sources of income will result in the denial of your application or termination of your tenancy if discovered after the tenancy commences.
- Adjusted annual income shall not exceed Rural Development income limits (or gross annual income for LIHTC properties-where applicable).

RENTAL REQUIREMENTS/CREDIT REQUIREMENTS

- Home ownership reflecting a positive payment history will meet the requirements for third party rental verification.
- An applicant will be denied if they have an eviction (that was not dismissed or resulted in a general judgment for the applicant prior to the application).
- That an applicant is or is perceived to be, or has been or has been perceived to be, a victim of domestic violence, dating violence, or stalking, or has a prior eviction on his/her record due to being the victim of domestic violence is not an appropriate basis for denial of tenancy. Landlord may request that an individual certify that the individual is a victim of domestic violence, dating violence, sexual assault, or stalking, and that the incident or incidents in question are bona fide incidents of such actual or threatened abuse. The individual shall provide a copy of such



certification within 14 days after an owner, manager, public housing agency, or assisted housing provider requests such certification. An individual may satisfy the certification requirement by providing the requesting owner, manager, public housing agency, or assisted housing provider with documentation signed by an employee, agent, or volunteer of a victim service provider, an attorney, a member of the clergy, a medical professional, or any other professional, from whom the victim has sought assistance in addressing domestic violence, dating violence, sexual assault, or stalking or the effects of the abuse. All information provided to an owner, manager, public housing agency, or assisted housing provider, including the fact that an individual is a victim of domestic violence, dating violence, sexual assault, or stalking, shall be retained in the strictest confidence by such owner, manager, public housing agency, or assisted housing provider, and shall neither be entered into any shared database, nor provided to any related entity, except to the extent that disclosure is requested or consented to by the individual in writing or otherwise required by applicable law.

- A credit report will be obtained. When evaluating your credit report the following will be considered.
 - Bill payment history.
 - The number and type of accounts that you have.
 - Late payments.
 - Collection actions.
 - Outstanding debt.
 - Age of your accounts.

CRIMINAL CRITERIA

- A conviction, guilty plea or no-contest plea for any Felony shall be grounds for denial of the rental application.
- One or more Misdemeanors (not including **traffic and driving, tobacco, and licensing related offenses or offenses involving wildlife or nature**) within the last **three (3)** years will result in a denial.
- Pending charges will result in a denial of the rental application.

RENTAL SCORE

All applications are submitted to a third-party rental applicant screening company. **All Applications are evaluated based on a rental scoring system.** Rental scoring is based on real data and statistical data such as payment history, quantity and type of accounts, outstanding debt, and age of accounts. Every applicant is treated objectively because each application is score statistically in exactly the same manner.

LIVE IN CARE ATTENDANT/AIDE

A qualified care attendant/aid will be subject only to criminal background search. Credit and income verifications will not apply.

DISABLED ACCESSIBILITY

- The property will make any reasonable changes to the common areas of the apartment grounds or buildings that will make those areas accessible to all residents.
- The property will pay the cost of reasonable accommodations unless it poses an undue financial or administrative burden on the property.
- If it is determined that the handicapped resident would be responsible for the cost of modifications, L.B. Hunt Management Group will require:
 - The applicant to seek the landlord's written approval before making modifications.
 - Reasonable assurance (in writing) that the work will be per formed in a workmanlike manner.
 - Reasonable details regarding the extent of the work to be done.
 - Names of qualified contractors that will be used.
 - Appropriate building permits and the required licenses must be made available for inspection by the landlord.
 - Generally, if the applicant modifies the apartment, at the time of termination of tenancy the applicant or tenant must restore the interior of the apartment to the condition prior to the modification, ordinary wear and tear excepted. In the event such restoration will be required, the applicant or tenant would be required to pay a "restoration deposit" in an amount not to exceed the cost of restoration. Such a deposit may be paid over a reasonable period of time and will be deposited into an interest bearing account with the interest accruing to the tenant.

REJECTION POLICY

You have the right to respond to this notice under Rural Development tenant grievance and appeal procedures in accordance with 7CFR 3560.154 (H) within 10 calendar days after receipt and you have the right to a hearing in



accordance with 3560.160 which is available upon request. You have the right to dispute the accuracy of any information provided to the landlord by a screening service or credit reporting agency. If your application is denied due to unfavorable information received during the screening process you will be notified in writing.

1. Contact the community manager where you applied to obtain a copy of your screening and the reason for denial. Your credit report can be provided the screening company. Their name and the reference number for your file will be printed on the acceptance or denial letter.
2. Contact the credit reporting agency to identify who is reporting unfavorable information.
3. Correct any incorrect information through the credit reporting agent as per their policy.
4. Request the credit reporting agency submit a corrected credit check to the appropriate screening company.
5. Upon receipt of the corrected and satisfactory information, your application will be evaluated again for the next available apartment.

Any tenant or prospective tenant seeking occupancy in or use of Agency facilities who believes he or she is being discriminated against because of age, race color, religion, sex, familiar status, disability, or national origin may file a complaint in person with, or by mail to the US Department of Agriculture's Office of Civil Rights, Room 326-W, Whitten Building, 14th and Independence Avenue, SW, Washington DC 20250-9410 or to the Office of Fair Housing and Equal Opportunity, US Department of Housing and Urban Development (HUD), Washington, DC 20410. Complaints received by Agency employees must be directed to the National Office of Civil Rights Staff through the State Civil Rights Manager.

SCREENING PROCESS (RD PROPERTIES)

Kensington East II

RESIDENT SCREENING & SELECTION PROCESS

1. **IDENTITY VERIFICATION.** Government-issued photo identification will need to be presented by all applicants and co-signers.
2. **CONSENT TO VERIFY CREDIT AND CRIMINAL BACKGROUND.** All applicants and co-signers must agree to the following by executing a rental application form:

I hereby consent to allow Kensington East II, through its designated agent and its employees, to obtain and verify my credit information *[(including a criminal background search)]* for the purpose of determining whether or not to lease an apartment to me. I understand that should I lease an apartment, Kensington East II and its agent shall have a continuing right to review my credit information, rental application, and criminal for account review purposes and for improving application methods.

3. **SCORING OF YOUR CONSUMER CREDIT REPORT.** Kensington East II uses an empirically derived, statistically sound, credit scoring system to evaluate your consumer credit report. Credit scoring is based on real data and statistics, so it treats all applicants objectively. Your consumer credit report contains information about you and your credit experiences, such as your bill-payment history, the number and type of accounts that you have, late payments, collection actions, outstanding debt, and the age of your accounts. Using a statistical program, we compare this information to the credit performance of other applicants with similar profiles which allows us to predict how likely it is that you will pay your rent in a timely manner and fulfill your other lease obligations. If you would like information regarding how to improve your credit score, please let us know, and we will provide you with more detailed information regarding this process. Based upon your credit score, your application will either be accepted, declined or accepted with conditions - possibly resulting in the need for the applicant to secure a qualified co-signer. If your application is declined or is accepted with conditions, you will be given the name, address and telephone number of the consumer reporting agencies which provided your consumer information to us. An applicant declined for unsatisfactory credit is encouraged to obtain a copy of the credit report, correct any erroneous information that may be on the report and submit a new application to this community for further consideration.
4. **CRIMINAL BACKGROUND SEARCH.** If your application is accepted or accepted with conditions, we will conduct a criminal background search. A conviction, guilty plea or no-contest plea for any Felony shall be grounds for denial of the rental application. One or more Misdemeanors (not including traffic and driving, tobacco, and licensing related offenses or offenses involving wildlife or nature) can result in denial and felonies will result in a denial. Pending charges will result in a decline response regarding your rental application. If the criminal background search reveals past criminal behavior which is contrary to your lease application, our acceptance of your lease application will be withdrawn.
5. **INCOME VERIFICATION.** We will require verification of income. All forms of income will be verified during the certification process. Failure to properly disclose sources of income will result in a decline response regarding your



application or termination of your tenancy if discovered after the tenancy commences. Adjusted annual income shall not exceed Rural Development income limits (or gross annual income for LIHTC properties - where applicable). If we are unable to verify your income or your income is contrary to your lease application, our acceptance of your lease application will be withdrawn.

RENTAL SCORE

All applications are submitted to a third-party rental applicant screening company. **All Applications are evaluated based on a rental scoring system.** Rental scoring is based on real data and statistical data such as payment history, quantity and type of accounts, outstanding debt, and age of accounts. Every applicant is treated objectively because each application is score statistically in exactly the same manner.

with the co-signer's application. Applications for co-signers processed through **Screeners** are also scored, but are typically held to a more stringent, pre-established financial screening standard because co-signers must be financially able to make the payments for this residence, as well as their own place of residence.

- 6. EVICTIONS.** An applicant will be denied if they have an eviction (that was not dismissed or resulted in a general judgment for the applicant prior to the application).

Screening and rental procedures will adhere to all guidelines as required by rural development as set forth in 7 CFR 3560 and HB 3560.

Non-Discrimination Statement

"USDA is an equal opportunity provider, employer and lender." To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, or call (800) 795-3272 (voice), or (202) 720-6382 (TDD).

