



Resident Qualifications

Equal Housing: This community does not discriminate on the basis of race, color, age, sex, religion, handicap, familial status, sexual orientation, or national origin.

Identification: All visitors may be asked to present a current photo ID issued by a state or government authority (i.e., State Issued Driver's License, State Issued Photo Identification Card, current Passport, current United States Military ID card, or VISA issued by US Immigration and Naturalization Services)

A copy of all applicant's 18 years or older, photo ID or driver's license will be requested and retained at time of application.

Occupancy Limits - Number of occupants per apartment shall not exceed:

1 Bedroom – 2 adults

2 Bedrooms – 3 adults

3 Bedrooms – 4 adults (Please note that parking spaces are limited to 1,2 or 3 per apartment)

Rental Application: A Rental Application and Background Check must be completed and maintained for each applicant 18 years or older who will be living in the apartment and/or contributing to the payment of rent. This application is available on www.forestcreekofruston.com or www.homevilleruston.com. Applicants must be 18 or older.

Rental History: Up to 24 months of rental history may be verified on present and previous residency and / or mortgage history. A positive record of prompt monthly payment, sufficient notice, with no damages is expected. Eviction, Skip, or Money Left Owing to a Landlord within seven (7) years of application date or falsification of this application may result in an automatic rejection. In addition, the applicant must have no resident issues with current or prior landlord. If an eviction was filed, your application is automatically declined.

Credit History: An unsatisfactory credit report can disqualify an applicant from renting an apartment home at this community. An unsatisfactory credit report is one which reflects past or current bad debts, late payments or unpaid bills, liens, judgments, bankruptcies, collections or other.

Employment / Income: Applicants must have a verifiable income source. Acceptable income verification required may include (a.) Income statements (i.e., pay stubs) must be consecutive and a current 4-6 week period prior to the application or a bank statement showing recurring direct deposits for 12 months. (b.) Proof of income verified by employer on company letter head. This will be called on and verbally verified. (c.) Job opportunity letter on company letterhead stating income for the next 12 months. This will be called on and verbally verified. (d.) In the event of self-employment, applicant(s) must provide proof of income via the last year's tax return or an accountant's certification of income.

If applicant(s) has no current employment, the following conditions must be met: Applicant(s) must provide bank statement reflecting balance equivalent to rental obligation for entire lease term. Proof of Trust Income, or Proof of Social Security, Retirement, Unemployment or Disability Income reflecting balance equivalent to rental
Subject to change

obligation for entire 12 month lease term. Applicants may be required to pay one (1) month additional deposit equivalent to one (1) month of rent.

Gross Monthly Income must be **three times** the monthly rental amount for applicants.

If applicant is self-employed, applicant must provide copies of immediate past (2) years IRS tax returns and current bank statement that supports income stated. If child support and/or alimony are to be considered as income to qualify, applicant must provide proof that child support has been received for the past twelve months and a copy of the court order to verify monthly amount awarded.

Lease Co-Signers/Guarantors: A Lease Guarantor and Additional Security Deposit may be required upon evaluation of rental application(s). **Lease co-signers/guarantors may be accepted for students only**, for income verification purposes only and must reside in the USA. Guarantor must qualify based not only on the proposed rent amount for the applicant's apartment, but the combination of the proposed rent plus their own housing and debt obligations. Guarantors must be able to provide verification that their gross monthly income is at least **five times** the amount of rent that the primary applicant will be responsible for paying. An unsatisfactory credit report can disqualify a Lease Co-Signer/Guarantor from this community. An unsatisfactory credit report is one which reflects past or current bad debts, late payments or unpaid bills, liens, judgments, bankruptcies, collections or other.

Non-US Citizens or US Citizens without a SSN or ITIN: Applicant must provide a valid Passport and must include at least one (1) appropriate U.S. Citizenship and Immigration Services (USCIS) document, as specified below.

U.S. Citizenship and Immigration Services (USCIS) documents (must be a valid unexpired document) as follows: Certificate of Naturalization, Certificate of Citizenship, I-551 Stamp contained in valid foreign passport, I-94 card contained in valid foreign passport, Alien Registration Receipt card (Resident Alien Card), Temporary Resident card, Employment Authorization card, Refugee Travel document, Foreign students with an F1 Visa status must show USCIS document I-20 and verification of current enrollment in a US school.

Applicant may be required to pay one (1) month additional deposit equivalent to one (1) month of rent.

Criminal Background Check: A current criminal background check is required for all applicants. An applicant may be automatically denied in the event the applicant(s) have ever been convicted of a felony or misdemeanor for a crime against a person, another person's property or against society. The applicant(s) may also be declined if they have received adjudication withheld or has been charged with a felony or misdemeanor offense(s) within the past seven (7) years for a crime against a person, another person's property or against society.

An automatic denial will also occur should an applicant appear on the list of known terrorists and wanted fugitives as provided by the Office of Foreign Asset Control (OFAC), federal agencies to include the FBI or other state and local law enforcement agencies.

The applicant agrees that the lease shall be terminated in the event the applicant, after moving onto the property, is convicted of a felony or misdemeanor for a crime against a person, another person's property or against society, and/or appears on the list of known terrorists and wanted fugitives.

Note: This requirement does not constitute a guarantee or representation that residents or occupants residing at this apartment community have not been convicted of a felony or are not subject to deferred adjudication for a felony.

Security Deposit - The security deposit must be paid immediately upon approval.

Vehicle Parking – All vehicles must have current licenses and inspection stickers as required by Louisiana Law. No unlicensed or inoperable vehicles shall be allowed on the property. Each apartment is allowed 1, 2 or 3 vehicle spaces depending on the size of apartment being leased and these vehicles must be owned by a resident. No boat, RV, trailer, or commercial truck (more than 2 axles) storage is allowed on the premises.

Pet Approval – No pets are allowed without management's prior written approval and payment of pet rent. There is a limit of no more than ONE pet allowed per apartment. Full-grown weight limits not to exceed 35 lbs., 14 inches high, and must meet all other Pet Requirements for approval.

Animals must always be kept on leashes when outside the apartments. Pets cannot be staked outside or permitted to run loose on the property. Animals should be walked on the outside premises or in the common area of the property. The Lessee is responsible for cleaning up pet waste using pet waste stations or garbage cans. The Lessee is responsible for flea and tick control of the pet while in his apartment. Any damage incurred by the pet will be the sole responsibility of the resident, including the repairs or replacement of flooring, carpets, drapes, blinds, windowsills, doors, door frames, baseboards, etc. Pet Violations will result in an immediate fine of \$50 per occurrence. Repeated violations could result in the removal of the animal from the property.

We will authorize a support animal for a disabled person without pet rent. We require a written statement / letter from a doctor or qualified professional verifying the need for the support animal and verification that the animal is a working service or support animal. The letter must include the doctor's name, state license number, address, and phone number. The letter will be verified by a pet screening company.

Notification: Applicants will be informed of the status of their application by email within five 5-7 business days (Mon – Fri) from submitting the application and background check. If the applicant is rejected, the applicant can request, in writing, an adverse action letter with information to contact TransUnion to request copies of the information used to determine eligibility for occupancy **if credit was a determining factor.**

Management cannot be held responsible for inaccuracies contained in any information obtained from TransUnion and is not allowed to provide details to the applicant regarding said information.

Disclaimer: All prospective residents are screened to meet the above qualifications based on information supplied by sources deemed to be reliable. There may be occasions wherein limited information is available or supplied for screening and events may have occurred since the application was obtained. We, therefore, do not warrant representation that these qualifications are absolute for all existing residents. These qualifications are subject to change at any time.

Management also reserves the right to offer residency to Corporate Companies. Corporate companies may utilize an independent screening process in qualifying their employees or occupants.

