

**Applicant Selection Criteria**

The Justus Companies utilizes a consistent, reasonable, and objective system to screen all prospective residents. Each applicant must qualify according to the guidelines outlined below prior to occupancy of our community. The Justus Companies reserves the right to deny any application if the following requirements are not met.

**IDENTIFICATION**

All applicants must be 18 years of age or older. Any person who will occupy the apartment who is 18 years of age or older must complete an application and is required to pass a credit and criminal screening.

**INCOME**

Prospective residents must have adequate proof of gross income to at least 2.5 times of the monthly market rent. Income will be verified by submission of paystubs, employment verification form, or verifiable tax statement showing earnings from the previous year if applicant is self-employed.

**CREDIT HISTORY**

Each prospective resident should have verifiable credit accounts in good standing, including verifiable rental history. Lack of credit is not considered to be negative credit. Any accounts with legal action filed by an apartment community or previous landlord must reflect a zero balance or the prospective resident must be able to supply a letter from an attorney or creditor, on company letterhead, stating payment history and account satisfaction. Evictions are exceptions to this stated policy. Any eviction filed and not dismissed is grounds for denial.

**CRIMINAL HISTORY**

We obtain a criminal background check on each applicant who will reside in the apartment home. Felonies and misdemeanors involving violent crimes against persons or drug related offenses (including but not limited to sex offenses, assault, battery, arson, burglary, trafficking, prostitution, and gang participation) constitute automatic denial.

**OCCUPANCY**

Studio Apartment = 2 Occupants  
 1 Bedroom Apartment = 2 Occupants +1

2 Bedroom Apartment = 4 Occupants +1  
 3 Bedroom Apartment = 6 Occupants +1

**AN APPLICATION COULD BE DENIED DUE TO, BUT NOT LIMITED TO, THE FOLLOWING:**

- Falsification of information provided in your application
- Past and/or present landlord information is not verifiable or is not provided
- Applicant has an unfavorable rental or credit history
- Income cannot be verified, or income documents not provided
- Applicant has a history of eviction, judgment, or is subject to court action by a previous landlord

**GUARANTORS**

If a guarantor is required, he/she must meet the entire qualifying criteria as presented above. All guarantors must have a verifiable source of income in an amount not less than 5 times the rental rate.

**FAIR HOUSING STATEMENT**

Justus Rental Properties, Inc. is committed to compliance with all federal, state, and local fair housing laws. Justus Rental Properties, Inc. will not discriminate against any person because of race, color, religion, national origin, sex, familial status, disability, or any other specific classes protected by applicable laws. Justus Rental Properties, Inc. will consider any reasonable accommodation or reasonable modification based upon a disability-related need. The person requesting any reasonable modification may be responsible for the related expense.

**ADDITIONAL INFORMATION**

**RENTAL RATES AND LEASE TERMS**

Original rental rate quotes will be honored for 2 business days. The rental rate quote is associated with the apartment home's availability at the time of your quote, move-in date, and lease term requested. Any changes to the time of the quote, your move-in date, or lease term may require a revised rental rate quote which may result in a different monthly rental rate.

**RENTER'S INSURANCE**

You will be required to carry Renter's Insurance and Personal Liability Insurance coverage. To satisfy this requirement, you must provide evidence of insurance coverage at initial lease signing and maintain this coverage throughout the entire term of your residency. Your lease will have details about the insurance requirements.

**APPLICANT APPROVAL ACKNOWLEDGMENT**

Applicant acknowledges and agrees that the criteria referenced above will be considered in the qualification process. Applicants who do not meet the requirements referenced above will be declined or be subject to additional requirements, including, but not limited to, additional fees, deposits, rent or providing a guarantor.

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