



## Qualification Acknowledgement

It is the corporate policy of JIK Properties, as agent for Stonegate Apartments, to offer apartments for rental to the general public without regard to race, color, national origin, religion, sex, familial status, or handicap. All employees of JIK Properties shall read, understand, and agree to fully comply with this policy. Failure to comply with this policy is grounds for immediate termination of employment and such failure will be considered to be an individual action outside the scope of the employee's employment with JIK Properties. In order to assist you with your decision on your new home, we are providing a list of guidelines used to qualify residents of our community. Please note that these are our current rental criteria; nothing contained in these requirements shall constitute a guarantee or representation by Stonegate Apartments that all residents and occupants currently residing at Stonegate Apartments have met these requirements. There may be residents and occupants that have resided at Stonegate Apartments prior to these requirements going into effect; additionally, our ability to verify whether these requirements have been met is limited to the information we receive from various resident credit reporting services used. **Please review this information before filling out an application and paying the application-processing fee, which is non-refundable. Falsification of information will result in denial of residency.**

### Identification:

All applicants must present a valid driver's license or other government issued photo identification and one of the following: (1) a United States government issued Social Security number, (2) current work visa (I-94), or (3) temporary resident alien card verifying approved entry by the United States government (I-94W).

### Income/Employment:

All applicants must have a verifiable income source and a monthly gross income no less than **3.0** times the rental rate or produce current bank statements reflecting a minimum balance exceeding 3 times the amount of the entire lease term.

Acceptable income verification includes the following: (1) last two paycheck stubs showing year-to-date earnings, and employment verification on company letterhead signed by a direct supervisor, or payroll or human resources department representative, or (2) last year's tax returns.

Self-employed applicants will be required to provide either the previous year's tax return or bank statements for the last six (6) months. Proof of retirement benefits, disability income or full-time student status is required. International applicants must present bank statement reflecting a balance at least 3.0 times the amount of the entire lease term.

### Rental History:

Each applicant must have at least one (1) year of verifiable and satisfactory rental history. Satisfactory rental history reflects prompt monthly payments, sufficient notice, and apartment left with no damages. For applicants who are homeowners, permission must be granted to verify payment history with lending institution. If an applicant has acceptable rental history less than one year or is a first-time renter, the applicant can be accepted with an additional security deposit equal to the standard security deposit for the apartment for which the applicant is applying. (Provided all other required criteria are met).

### Credit History:

An applicant can be denied as a result of an unsatisfactory credit report. An unsatisfactory credit report reflects past or current bad debts, late payments or unpaid bills, liens, judgments or bankruptcies.

### Criminal Background:

An applicant may automatically be denied in the event of a felony conviction, received adjudication for a felony offense(s) or charges, or been convicted of a misdemeanor involving sexual misconduct, a controlled substance or a physical crime against a person or another person's property. An applicant may automatically be denied should the 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.

*Applicant agrees that the lease shall be terminated in the event the applicant, after moving onto the property is arrested, convicted or given deferred adjudication for a felony offense involving actual or potential physical harm to a person, or involving possession, manufacture, or delivery of a controlled substance*

### Lease Guarantors and Co-Signers:

Co-signers are not permitted. A lease guarantor and/or additional security deposit may be required upon evaluation of the rental application. Lease guarantors may be accepted for income qualification purposes only and must reside in the USA. Guarantor must qualify based not only on five times the proposed rent amount of the applicant's apartment, but the combination of five times the proposed rent plus their own housing obligation.

### Evaluation:

Stonegate Apartments evaluate the above information with a scoring method that weighs the indicators of future rent payment performance.

### Validity Period:

Approved applications remain in good standing for a period of ninety (90) days from the approval date. If the lease is not signed and/or the applicant fails to occupy an apartment within the viable time period, the application must be re-submitted for verification and approval. A new application fee must be paid.

### Occupancy Guidelines –

No more than two (2) people + one person may occupy a one-bedroom apartment  
No more than four (4) people + one person may occupy a two-bedroom apartment  
No more than six (6) people + one person may occupy a three-bedroom apartment  
(The only exception to occupancy guidelines is a person 6 months old or under)

Please remember that this requirement does not constitute a guarantee or representation that residents or occupants currently residing at Stonegate Apartments have not been convicted of a felony or are subject to deferred adjudication for a felony. There may be residents or occupants that have resided at Stonegate Apartments prior to this requirement going into effect; additionally, our ability to verify this information is limited to the information made available through third-party sources.

Money orders may be required for the application fee and first month's rent or a company check may be required on a corporate unit. To secure an apartment, a security deposit, application fee, and an administrative fee is due at the time of your application. The application fee and administrative fee are non-refundable.

\_\_\_\_\_  
Applicant

\_\_\_\_\_  
JIK Properties Representative  
Agent for Owner

\_\_\_\_\_  
Applicant

\_\_\_\_\_  
Date