



GREENHILL APARTMENTS
Rental Qualifying Guidelines

Thank you for applying to live with Greenhill Property Management LLC! To obtain residency in our community, each Applicant must meet the following rental criteria. Before you fill out an application, please read the following requirements. The term "Applicant" under these criteria means the person who will be signing the Housing Contract as the "Resident." The term "Guarantor" in these criteria means the person who will sign the Guaranty of Resident Obligations.

These are our current Rental Qualifying Guidelines and nothing contained in these requirements shall constitute a guarantee or representation that all Residents currently residing in the community, including the roommates that will occupy the Unit with any Resident, have met these requirements. There may be Residents or occupants who have applied to reside in our community prior to this requirement going into effect. We are not responsible and assume no duty for obtaining criminal history checks on any residents, occupants, guests, or contractors in the Community.

INCOME REQUIREMENT

The Applicant must earn an annual gross income equal to two (2) times the total rent and must have qualifying credit history. In the state of California, the Applicant must earn an annual gross income equal to two (2) times the total rent and must have qualifying credit history. If the Applicant cannot prove income (i.e. provide pay stubs, tax records or other documents proving income) and/or does not meet the qualifying credit history, then the Applicant must have a Guarantor sign a Guaranty of Resident Obligations. The Guarantor must meet these income requirements. In the event that no or insufficient credit history is obtained, the Applicant may be required to pay an additional amount of pre-paid rent. Any Applicant or Guarantor who does not have a social security number must pay a deposit equal to two month's rent. In the event the Applicant submits an executed Housing Contract but does not submit an executed Guaranty of Resident Obligations as and when required by Owner, Owner shall have the right to require the Applicant to honor its obligations under and comply with all obligations of the Housing Contract.

CRIMINAL HISTORY

The Applicant must never have plead guilty; plead no contest; received probation, deferred adjudication, court-ordered community supervision or pre-trial diversion for a felony (whether or not resulting in a conviction). The Applicant must never have been convicted; plead guilty; plead no contest; received probation, deferred adjudication, court-ordered community supervision or pre-trial diversion, or a pending charge that has not yet been resolved for a misdemeanor involving violence or sexual misconduct (whether or not resulting in conviction). The Applicant must not have been asked or ordered by a representative of any government to leave the U.S or any other country.

RENTAL HISTORY

The Applicant and Guarantor must not have been evicted by a previous landlord and must not have any outstanding balances to a previous landlord. If outstanding money is owed, the Applicant must show a receipt as proof of payment before being accepted.

OCCUPANCY CRITERIA

Our occupancy standard is one person per bedroom unless otherwise designated by the Community. One child the age of two years or less is allowed to share the bedroom with the parent, legal guardian, or a person in the process



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of obtaining custody. It is the responsibility of the Applicant to notify Owner of any additional occupants at the time the application is made.

APPLICANT REQUIREMENTS

Applicants must meet age requirements of state law to apply. Applicants who do not meet state age requirements must have a Guarantor co-sign the contract. If the Applicant is a non-U.S. citizen, the Applicant must provide a U.S. Immigration and Customs Enforcement (ICE) document that entitles the Applicant to be in the United States such as Form I-551 (Permanent Resident Card/Green Card) or a United States Visa.

Greenhill Property Management LLC adhere to the Fair Housing Law (Title VIII) of the Civil Rights Action of 1968 as amended by the Housing and Community Development Action of 1974 and the Fair Housing Amendment of 1988 which stipulate that it is illegal to discriminate against any person in housing practices because of race, color, religion, sex, national origin, disability, familial status or any other class protected by law.

Signature of Applicant: _____ Date: _____

SAMPLE