

RESIDENT QUALIFYING CRITERIA FOR WESTLAKE VILLAGE-CONVENTIONAL UNITS

We are delighted that you are interested in leasing a dwelling in our apartment community. In order to help you in making your decision, we have listed below the criteria for qualifying as a resident with us.

1. Each adult (18 years and older) must complete an application. (Married couples may complete one application). All persons 18 or older in the apartment must be lease signers. Emancipated minors must show written legal proof of status.
2. Employment and monthly income must be verifiable. Total monthly income of all applicants must be 3 times the monthly rent. Roommates must individually income qualify at 2 times monthly rent. Senior Citizens must qualify with 2.5 times the monthly rent. The income of households participating in the voucher program, or receiving any other type of rental assistance, is not required to exceed \$2500 annually.
3. Applicant must have a minimum of 6 months of current verifiable employment. Prior employment verification required if on current job less than 6 months. If applicant is starting a new job, the future position and salary must be verified in writing and effective on or before the proposed move-in date. Less than 6 month's of employment history may result in an additional deposit.
4. Applicant must have a minimum of 6 consecutive months of verifiable resident history. Less than 6 month's of rental history may result in an additional deposit. First time renters must have verifiable income and good credit with no blemishes. Second chance leasing available at this community if housing debt is 2 or more years old and 1 year positive rental history established since debt was incurred.
5. All persons residing in the apartment must be listed on the TAA Rental Application. There are a maximum number of occupants for adult status in each floor plan that cannot be exceeded at any time during your residency.

<u>UNIT TYPE</u>	<u>OCCUPANCY LIMITS/SECURITY DEPOSIT</u>	
	<u>ADULT STATUS</u>	<u>FAMILIAL STATUS*</u>
One Bedroom	2	2
Two Bedroom	3	4
Three Bedroom	4	6

*Newborns don't count towards occupancy limit until they reach the age of 12 months.

6. No pets are allowed at this community.
7. A credit and criminal report will be processed on each applicant. Credit history is screened through a third party vendor for approval recommendation. Consideration is given to timely payment history, debt-to-income ratio, previous mortgage history, reported rental history and utility debt. Applicants with an open bankruptcy will not be accepted. Applicant must have a check verification code of "accepted" as provided by "Telecheck" in order to enjoy the privilege of paying rent and other charges with a personal check. If the applicant fails to meet this requirement, but is otherwise approved for residency, they will be required to pay by cashier's check or money order only.
8. In accordance with the Fair and Accurate Credit Transaction Act of 2003 (FACTA), all applicants must provide a government issued ID during the application process. Identification provided must match information provided in the rental application. If applicant has a "fraud alert" noted on their credit report the application will be denied until identity can be confirmed by our screening contractor using the contact method provided on the credit report.
9. Applicant(s) may be denied occupancy for the following reasons:
 - Any felony or misdemeanor conviction, pending case or deferred adjudication associated with sexual offenses, theft of property (exclude by check), damage to property, drug violation, violence and injury to persons.
 - Poor credit or rental history of any applicant including but not limited to non-payment or frequent late payment of rent, eviction, drug use, poor housekeeping, poor supervision of applicant's children, unruly or destructive behavior by applicant, applicant's children or applicant's guests or violence to persons or property by applicant, applicant's children or applicant's guests.

We do not discriminate on the basis of race, color, creed, religion, sex, national origin, disability or familial status.

