

# GREYSTAR

## Privacy Policy for Personal Information of Rental Applicants and Residents

We are dedicated to protecting the privacy of your personal information, including your Social Security or other governmental identification numbers. We have adopted a privacy policy to help ensure that your information is kept secure. We follow all federal and state laws regarding the protection of your personal information.

**How information is collected.** You will be furnishing some of your personal information (such as your Social Security or other governmental identification numbers) at the time you apply to rent from us. This information will be on the rental application form or other document that you provide to us or to an apartment locator service, either on paper or electronically.

**How and when information is used.** We may use this information in the process of verifying statements made on your rental application, such as your rental, credit and employment history. We may use the information when reviewing any lease renewal. We may also use it to assist us in obtaining payment from you for any money you may owe us in the future.

**How the information is protected and who has access.** In our company, only authorized persons have access to your Social Security or other governmental identification number. We keep all documents containing this information in a secure area, accessible only by authorized persons. We limit access to electronic versions of the information to authorized persons only.

**How the information is disposed of.** After we no longer need your Social Security or other governmental identification numbers, we will store or destroy the information in a manner that ensures that no unauthorized person will have access to it. Our disposal method may include physical destruction or obliteration of paper documents or electronic files containing such information.

**Locator services.** If you found us through a locator service, please be aware that locator services are independent contractors and are not our employees—even though they may initially process rental applications and fill out lease forms. You should require any locator services you use to furnish you their privacy policies, as well.

Management Representative:  
\_\_\_\_\_

Resident(s):  
\_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_



### Qualification Acknowledgement

In order to assist you with your decision on your new home, we are providing a list of guidelines used to qualify residents for residency in our communities. Nothing contained in these requirements shall constitute representation by Greystar that all residents and occupants currently residing in our community have met or currently meet these guidelines.

**FAIR HOUSING STATEMENT.** Greystar and the Owner are committed to compliance with all federal, state, and local fair housing laws. It is our policy to comply with all laws prohibiting discrimination, including those that prohibit discrimination based on race, color, religion, national origin, sex, familial status, or handicap.

**IDENTIFICATION.** Applicants must present a government issued photo identification card for all persons age 18 years and older that will be living in the apartment. If you have indicated on the Rental Application that you are not a US citizen, you will be required to complete the Supplemental Rental Application for Non-US Citizen.

**INCOME.** All applicants must have a combined verifiable source of income in an amount no less than two and a half (2 1/2) times the market rental rate.

**RENTAL HISTORY.** Six months of verifiable rental history must be satisfactory. Less than six months rental history may result in the requirement of an additional deposit, guarantor or denial.

**CREDIT HISTORY.** Our credit reporting agency evaluates credit and rental history against indicators of future rent payment performance. An unsatisfactory finding may result in the requirement of an additional deposit, guarantor, or denial.

**GUARANTORS.** All guarantors must have a verifiable source of income in an amount no less than five (5) times the market rental rate. If a guarantor is needed, they must meet the entire qualifying criteria as presented above. A guarantor may be accepted for lack of rental history, lack of credit, or lack of income. The guarantor must pay an application processing fee, sign the Guarantor Addendum, and reside in the United States.

**CRIMINAL HISTORY.** Our investigation includes criminal background screening and your application may be denied due to criminal charges and/or convictions of applicant(s).

**OCCUPANCY.** The maximum numbers of residents permitted to dwell in an apartment shall not exceed two (2) occupants per bedroom. The only exception to occupant limitations is anyone protected as familial status under Federal Fair Housing Guidelines. In this case, we will allow 2 persons per bedroom, plus one additional person in the apartment home.

**PETS.** Pet restrictions vary at each community. If you have pets, please see your leasing representative for more information.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

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Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Greystar Representative/Agent for Owner

\_\_\_\_\_  
Date