

**RESIDENT SELECTION CRITERIA**  
**For S. L. Nusbaum Realty Co. Managed Communities**

**NON-DISCRIMINATION - S. L. NUSBAUM REALTY CO. ADHERES TO ALL FEDERAL, STATE AND LOCAL FAIR HOUSING LAWS, WHICH FORBID DISCRIMINATION BASED ON RACE, COLOR, CREED, RELIGION, SEX, HANDICAP, FAMILIAL STATUS, ELDERLINESS OR NATIONAL ORIGIN.**

S. L. Nusbaum Realty Co. utilizes the following Resident Selection Criteria to determine if applicants are qualified to become residents at our apartment communities.

- 1) **PRESENT AND PAST EMPLOYMENT & INCOME VERIFICATION** - Confirmation of all information provided by applicant is required.
- 2) **PRESENT AND PAST CREDIT REPORTS** – A credit report will be processed on each applicant age 18 or over.
  - a) The absence of a credit file will result in a “Conditional” opinion that requires further Rental and Employment verification.
  - b) Some circumstances may require a co-signer and/or additional security deposit.
  - c) An unsatisfactory credit report can disqualify an applicant from renting an apartment home at this community. An unsatisfactory credit report is one that reflects past or current bad debts, late payments or unpaid bills, liens, judgments or open bankruptcies.
  - d) If an applicant is rejected for poor credit history, the applicant will be given the name, address and telephone number of the credit-reporting agency that provided the credit report, as required by the FCRA.
  - e) The content of any credit reports will not be released from management.
  - f) An applicant rejected for unsatisfactory credit is encouraged to obtain a copy of the credit report from the credit-reporting agency, correct any erroneous information that may be on the report, and re-submit an application to this community.
  - g) A legal alien must meet both credit and criminal screening requirements for the community. Acceptable forms of identification in addition to either a valid social security number or a valid taxpayer ID number are one of the following: 1.) Permanent Resident Card (Form I-551), 2.) Valid Employment Authorization Card (Form I-766), 3.) U.S. Passport, 4.) Unexpired foreign passport with temporary I-551 stamp.
- 3) **PRESENT AND PAST RENTAL HISTORY** – Confirmation of good rental history for the last 12 months is required. An affirmative answer to any of questions one through four on the Applicant Rental History Check will result in denial of the rental application. Prospects with unpaid housing judgments are not eligible to rent at any SLN managed property. Prospects with paid housing judgments are eligible to rent.
- 4) **STANDARD CRIMINAL RECOMMENDATIONS** The use of a criminal background check improves the quality of the resident profile, and may help to eliminate problem applicants. An applicant will be denied if any of the following criminal related activities appears in a criminal check as a conviction.
 

<ol style="list-style-type: none"> <li>a) Any Felony conviction</li> <li>b) Any terrorism-related conviction</li> <li>c) Any drug-related conviction</li> <li>d) Any prostitution-related conviction</li> <li>e) Any sex-related conviction</li> <li>f) Any cruelty to animals-related conviction</li> </ol>	<ol style="list-style-type: none"> <li>g) Any weapons related conviction</li> <li>h) Any Misdemeanor conviction involving a crime against persons or property</li> <li>i) Active status on probation or parole resulting from any of the above</li> </ol>
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NOTE: A rental applicant may be approved with a misdemeanor conviction if there have been no misdemeanor convictions within 3 years of the date of application. Misdemeanor convictions as a result of traffic violations will be ignored. In addition, the applicant must pass all other portions of the screening criteria including credit, rental history, employment, income, etc.

- 5) **CURRENT DRUG OR ALCOHOL ABUSE** – Any current use of an illegal drug will be grounds for rejection of your application. Any evidence of alcohol abuse, which manifests conduct that poses a direct threat to the health or safety of other residents, will be grounds for rejection of your application.
- 6) **MISREPRESENTATION** – This category includes any willful misrepresentation by the applicant in the application procedure for the apartment.
- 7) **OCCUPANCY STANDARDS** – You will be allowed two persons per bedroom and one additional person per den in the apartment units unless local, State or Federal building code guidelines provide a more stringent limitation.

If it is determined that any occupant who is expected to reside in the apartment falls within any one of the preceding categories, the applicant may be disapproved for admission. Should you have a question about our Resident Selection Criteria, or any questions about the selection process, please do not hesitate to ask the Community Manager who will be pleased to assist you. Thank you for your interest in S. L. Nusbaum Realty Co.