

Statement of Rental Qualifying Criteria

Equal Housing Opportunity: *Ventura at Turtle Creek Condominiums* adheres to the Fair Housing Law (Title VII of the Civil Rights Act of 1968 as amended by the Housing and Community Development Act of 1974 and the Fair Housing Act of 1988) which stipulates that it is illegal to discriminate against any person in housing practices on the basis of race, color, religion, sex, national origin, disability or familial status.

Applicant: All persons who will reside in the condominium unit must be listed on the application and the lease as either an occupant or leaseholder. Each occupant 18 years or older must complete an application and meet the qualifying requirements. You must list occupants under 18 on the application and the lease as an occupant. Failure to disclose all occupants on the application will result in an occupant becoming unauthorized. Unauthorized occupants cannot reside on the premises until their application for occupancy is processed and approved per the qualifying requirements.

A tenant is any occupant eighteen (18) years of age or older who is not a record title owner (including any joint ownership) of a Condominium Unit. This includes spouses of owners, adult children of owners, brothers, and sisters of owners, and parents of owners, any of whom may or may not pay rent. The occupancy agreement may be verbal, but under our declaration, it must be in writing and must be submitted to the board for our approval according to the procedures for all other tenants.

Occupancy Standards: No more than two occupants shall be permitted per bedroom in each floor plan. A child or infant who is under the age of twenty-four (24) months at the time of leasing or renewing an existing lease is not counted in determining the maximum number of persons who may occupy a unit.

Income: Household income must be **2.5 times** the monthly rent. Guarantors are required to income qualify at five (5) times the monthly rent.

Employment/Proof of Income: Applicant(s) must provide proof of income within 72 hours of submitting their application, such as:

- Paycheck stubs (two (2) most recent required)
- Verifiable employment offer letter
- Most recent tax records
- Three (3) most recent bank account statements
- Child support or alimony order when court directed
- Grants, pension, or trust funds
- GI (Veterans) benefits, Disability, Social Security
- Attending school will be accepted as an alternative to being employed, but the applicant(s) must meet criteria regarding rental history, credit, and source of financial support.

Credit History: Based upon the credit screening, payment history, and public records, all applications will be either accepted, rejected, or accepted with a recommendation to the Unit Owner that an additional security deposit be paid to the Owner, additional payment documents be provided, and/or a guarantor is required. If your application is rejected or is accepted with conditions, you will be given the name, address, and telephone number of the consumer reporting agencies which provided your consumer information to us. An applicant rejected for unsatisfactory credit is encouraged to obtain a copy of the credit report, correct any erroneous information that may be on the report, and submit a new application.

Criminal Background: Each applicant will be screened for criminal background. An applicant will not be disqualified automatically because of a past criminal conviction. Notwithstanding, criteria are being established herein which will create a presumption of disapproval absent a specific finding of good cause by the Board of Directors. The Association will review the nature of the conviction, underlying conduct of the conviction, age of conviction, and other factors to determine if an applicant with a criminal conviction qualifies for residency. Misdemeanors, other than sex crimes, the illegal manufacturing/distribution of controlled substances, crimes resulting in bodily harm, and damage/destruction of property, will generally not be considered.

A felony conviction within the last six (6) years involving the following categories of crimes shall result in denial/disapproval absent a specific finding of good cause by the Board of Directors. In such instances, the application shall be denied but the applicant may appeal to the Board of Directors should they feel there exist mitigating circumstances or factors that warrant reconsideration of the denial: a) any felony conviction of any kind involving a child; b) crimes involving violence or the threat of violence; c) manufacture or distribution of controlled substances; d) crimes involving the damage or destruction of property; e) crimes involving financial fraud in connection with the acquisition or rental of real property.

Misdemeanor criminal convictions relating to sex crimes, the illegal manufacturing/distribution of controlled substances, crimes resulting in bodily harm and damage/destruction of property, will generally not be considered after 6 years with a clean record. Felonies older than 10 years may not be considered as long as the applicant has no other convictions during the last 10 years. Notwithstanding, felonies older than 10 years relating to sex/violence/weapons Crimes against children Crimes against the landlord or rental properties; Arson; Metal theft; Vandalizing properties or damaging properties; Dealing in illegal drugs shooting, stabbing, or Raping will be reviewed carefully to determine whether the applicant poses a possible safety concern to residents and the community.

Disqualified applicants may submit additional information or mitigating factors to be considered in an appeal to a rejection. Depending on the nature of the crime, how long ago that occurred, the specific facts involved, the likelihood of someone committing another crime, and other factors, you may not be able to live on our property. An applicant rejected for an unsatisfactory criminal background is encouraged to obtain a copy of the criminal report, correct any erroneous information that may be on the report, and submit a new application for further consideration.

We do not decline rental applications based solely on an arrest record. An arrest is only an accusation that a crime was committed. It is our policy to look only at actual convictions. A conviction means that there is a finding or adjudication of guilt by a court. However, if the arrest is recent and for a serious crime, we have the right to investigate the facts pertaining to the charge and ask you or others to provide us with a statement regarding what occurred. So, we have the right to decline a rental application based on the actual underlying facts related to the arrest if the facts have a bearing on whether you are qualified to live in this community, even if the arrest has not resulted in a conviction.

Residential History: All persons applying for residency must have twenty-four (24) months of verifiable, satisfactory rental history. An eviction or foreclosure could constitute denial. For persons owning a home, financially satisfactory home ownership may be substantiated in lieu of rental history. This requires applicants to provide proof of timely mortgage payment.

Pet Restrictions: Pets are defined as dogs, cats, fish, birds, and hamsters. Exotic pets or livestock are not permitted to live in our community. Fish tanks can be no more than 24 gallons.

Any dangerous dog. We can designate a dog as “*dangerous*” if it makes an unprovoked attack on someone anywhere outside its normal enclosure, or an unprovoked act on someone leading that person to believe the dog would attack and cause injury.

Common Good Cause Factors for Rejecting an Applicant

1. Material misrepresentation on application.
2. The application on its face shows the applicant is likely to violate rules and regulations etc. (For example, the association does not allow commercial vehicles, but the application indicates that the applicant processes a commercial vehicle.) Conflicts with governing documents.
3. Negative criminal history. / Violent crime. (consider HUD guidelines) The Association will generally only consider convictions more than 6 years old should they fall into one of the categories identified above, and misdemeanors older than 6 years which fall into one of the listed categories will not be considered absent a specific finding by the Board that the circumstances of the conviction indicate a significant danger to the community or the significant likelihood of reoccurrence.
4. Negative financial history.
 - a. Record of foreclosure, eviction for not paying rent, bankruptcy, etc.
 - b. Credit score. (A minimum score is one factor but not the only factor.)
 - c. Debt to income ratio.