

J&D PROPERTY MANAGEMENT, LLC

STATEMENT OF RENTAL POLICY

1. **We are an equal opportunity housing provider.** We fully comply with the federal Fair Housing Act. We do not discriminate against any person because of race, color, religion, sex, handicap, familial status, or national origin. We also comply with all state and local fair housing laws.
2. **Apartment Availability Policy.** Apartments become available to lease when they have had all necessary repairs and cleaning done for the new resident. Because we do not have model apartments to show, you may look at an apartment in order to view carpet and layout, however no lease will be signed until the apartment is ready to move into. A deposit may be taken to hold an apartment until it is made ready.
3. **Occupancy Guidelines.** To prevent overcrowding and undue stress on plumbing and other building systems, we restrict the number of people who may reside in an apartment. In a one bedroom we allow two persons in a roommate situation or 3 persons who are family. In a 2 bedroom we allow 4 persons in a roommate situation or 5 who are family. We allow one pet per apartment under 25lbs with a signed pet agreement and pet deposit of \$500.
4. **Roommates.** Non-family situations and persons not married by law will be considered roommates. In a roommate situation each person must fill out an application, qualify on his/her own merits and put up his/her own security deposit.
5. **Application Process.** When the application is returned it must be filled out **completely**. At that time a **non-refundable \$25 application fee per adult** needs to be paid for processing. A deposit must be placed on an apartment to hold it off the market. Your age, credit report, rental history, and employment will be verified. This process takes one to two days. If your application is approved, your deposit will be based on the size of the desired apartment and your verified information. Once you are approved, even if a higher deposit is required, you have 24 hours to change your mind and receive your deposit back in full. If you change your mind after 24 hours, any deposit being held will be forfeited to J&D Property Management, LLC. (Note: If you sign our lease within this 24 hours, you will be held to the lease agreement). If your application is denied, any deposit paid will be refunded, but the application fee will not be refunded. We will rent available apartments to applicants in the order that their applications are approved.
6. **Rental Criteria.** To qualify for an apartment at J&D Property Management, LLC., the following criteria will be examined:
 - **Age.** The person signing the lease must be at least age 20 and be the one living in the apartment.
 - **Identification.** You must furnish us with a copy of a **Photo ID** with date of birth and/or social security card.
 - **Income.** You must have a monthly income at least three times the monthly rent (excluding child support). You must be able to prove at least six months of verifiable income immediately preceding the date of your application. If you are unemployed, you must provide proof of a source of income.
 - **Rental history.** You must have a satisfactory rental reference from at least one current and/or prior landlord. If you have ever damaged property, been evicted, and/or been sued for any lease violation, we will reject your application.
 - **Credit History.** Your credit record must currently be satisfactory. By satisfactory we mean a beacon score of at least 600 and no public records or collection items. If there are any public records or collection items your credit will be considered negative regardless of the beacon score.

IF ONE OR MORE OF THE ABOVE REQUIREMENTS FOR INCOME, RENTAL HISTORY, OR CREDIT HISTORY IS NOT MET YOU MAY BE REQUIRED TO PAY ADDITIONAL DEPOSIT OR ADDITIONAL DEPOSIT PLUS ONE TO SIX MONTHS RENT IN ADVANCE IN ORDER TO ENTER INTO A LEASE WITH J&D PROPERTIES.