MAXUS PROPERTIES, INC. SCREENING QUALIFICATIONS

MONTHLY INCOME:	3.0 x monthly rent
AGE:	Must be of legal age to apply.
EMPLOYMENT:	Six (6) months minimum at current employer. Previous employment is considered in length of time as long as unemployment term is less than 30 days.
CREDIT:	Needs good credit. Flexibility regarding medical, school loans and discharged bankruptcy. Chapter 13 bankruptcy at time of application is grounds for denial.
RENTAL HISTORY:	Must be good. Poor rental history or an outstanding debt to an apartment community is grounds for denial.
CO-SIGNER/EXTRA DEPOSIT:	Required for anyone with no rental history, short time on job or poor credit
ROOMMATES:	To be determined by property on how income is handled.
MODERATE INCOME:	Must follow maximum income limits given to our screening company by Maxus. No exceptions unless in writing by Tax Credit Dept. or Regional Manager.
CRIMINAL HISTORY:	Applicants may be denied for criminal conviction history of violent or other serious crimes committed by any applicant or by other occupants (including children) who live in or plan to live in the dwelling.

Maxus Properties, Inc. abides by all local, state and federal Fair Housing laws. We practice Equal Housing Opportunity and do not discriminate on the basis of Race, Color, Religion, National Origin, Sex, Handicap or Familial Status.

Revised: 8/8/18



MAXUS PROPERTIES, INC. CO-SIGNER SCREENING QUALIFICATIONS

AGE:	Must be of legal age to be considered.
MONTHLY INCOME:	4 .0 x monthly rent
EMPLOYMENT:	One (1) year minimum at current employer. Previous employment is considered in length of time as long as unemployment term is less than 30 days. Retired or self-employed applicants are to be accepted on a per property basis only.
CREDIT:	Must have good credit. Flexibility regarding medical, school loans and discharged bankruptcy. Current Chapter 13 bankruptcy will be grounds for denial.
RENTAL/OWNERSHIP HISTORY:	Must be good. Poor rental/mortgage history is grounds for denial.
ROOMMATES:	Co-signs/guarantees all lease holders unless there is a co-signer/guarantor for each individual lease holder.
CRIMINAL:	Criminal conviction history of violent or other serious crimes may be grounds for denial.

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Revised: 8/8/18

Signature



AGE:	Must be of legal age to be considered.
MONTHLY INCOME:	3.0 x monthly rent

A student must provide proof of being a student at a local school, and have one of the following sources of income that meets the property's rent to income ratio and is verifiable:

- Income from employment equal to screening criteria for the community •
- Monthly or Annual Income from a government sponsored program equal to screening • criteria for the community
- Cosigner that meets the screening criteria
- Scholarship or student loan to the school of attendance equal to the total rent for the • lease period for the community

A student with one of the above and 6 months of good rental history and acceptable credit per the community's screening criteria, will qualify for a regular deposit.

A student with one of the above income sources and no rental history and/or bad credit, will pay a full month's rent as a deposit.

A student with no SS number must have a current, valid passport and Visa allowing them to be in the United States. They will need to pay a full month's rent as deposit if they have no rental history and no way to verify credit, and they must have one of the above income sources.

EMPLOYMENT:	Six (6) months minimum at current employer. Previous employment is considered in length of time as long as unemployment term is less than 30 days. See income requirements above.
CREDIT:	Must have good credit. Flexibility regarding medical, school loans and discharged bankruptcy. Current Chapter 13 bankruptcy will be grounds for denial.
RENTAL/OWNERSHIP HISTORY:	Must have six (6) months of good rental history. Poor rental history or an outstanding debt to an apartment community is grounds for denial.
ROOMMATES:	To be determined by property on how income is handled.
CRIMINAL:	Applicants may be denied for criminal conviction history of violent or other serious crimes committed by any applicant or by other occupants (including children) who live in or plan to live in the dwelling.

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Handicap or Familial Status.

Revised: 8/8/18

Signature



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Res	ident Da	ata	APT#: RENT:						
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APPLICANT	INFORMATION	N							
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LEASE FILE INFORMATION

NEAREST R	ELATIVE										
NAME	(LAST)		(FIRST)	(MI)	HOME PHONE						
ADDRESS	(LAGT)		(111(01)	(IVII)		WORK PHONE					
	Y CONTACT		(other than above								
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BANK	7										
PRIMARY NAME OF B							PHONE#				
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NAME OF B	ANK						PHONE#				
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OTHER INC	OME AND AMC	OUNT:						(indicate checki	ng or savings)	
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How many b	ours are you tak	ring	What is FT hour	rly requiremen	nt for your so	hool					
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2. HAVE YOU	HAVE YOU OR YOUR SPOUSE EVER BEEN EVICTED FROM RENTAL HOUSING? If yes, List State										
	E BE ANY OTHER OCCUPANTS OVER 18 YEARS OF AGE OTHER THAN THOSE LISTED										
ABOVE'	?										
			•	0 0	RELEASE: I understand that I acquire no rights in an apartment until I sign this agreement and submit a reservation deposit in the amount of \$						
	Upon approval of tenancy and the signing of an apartment rental agreement, this fee will be credited against my deposit, in										
consideration for landlord holding said apartment at If application withdraws the application, a fee of \$ will be retained by Landlord. If approved and the rental unit is held for							eposit, in				
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Tenant Release and Consent

I/We ______, the undersigned hereby authorize all persons or companies to release without liability, information regarding my /our employment, income, and rental history to _______ for purposes of verifying information provided as part of my/our apartment rental application.

Information Covered

I/We understand that previous or current information regarding me/us may be needed. Verifications and inquires that may be requested include, but are not limited to personal identity; employment, income, and rental history. I/We understand that this authorization cannot be used to obtain any information about me/us that is not pertinent to my eligibility for and continued participation as a Qualified Tenant.

I/We agree that a photocopy of this authorization may be used for the purposes stated above. The original of this authorization is on file and will stay on file for one year and one month from the date signed. I/We understand I/We have a right to review this file and correct any information that I/We can prove is incorrect.

Signatures

Head of Household	Print Name	Date
Co-head of Household	Print Name	Date
Adult Member	Print Name	Date