



HEADWAY PROPERTY MANAGEMENT

Leasing Criteria

Watermill Apartments adheres to The Fair Housing Act, Title VIII of the Civil Rights Act of 1968 (Fair Housing Act), as amended, prohibits discrimination in the sale, rental, and financing of dwellings, and in other housing-related transactions, based on race, color, national origin, religion, sex, familial status (including children under the age of 18 living with parents or legal custodians, pregnant women, and people securing custody of children under the age of 18), and handicap (disability). The following qualification standards will be required from every prospective resident. An application must be submitted by each applicant 18 years of age or older, who will be occupying the rental unit. All occupants 18 years old or older must qualify, with the exception of income for students living at home.

Occupancy Guidelines: No more than two individuals per bedroom may occupy an apartment unit, plus one infant per bedroom up to the age of 18 months at the time the lease is signed.

Income: monthly income must be at least Two and a Half (2.5) times the rent amount on a monthly basis. Self-employed or retired will require a copy of past two (2) years tax return, W-2 or bank statement. Income will be verified.

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 of an application.

Employment: must be currently employed providing at least past six (6) months of verifiable steady employment with same company and at least two (2) years of prior employment history. Full-time students will require a guarantor. Alimony, child support and inconsistent wages (tips, commissions, etc.) will require notarization verification. Any random income like Uber/insta-care etc will be conditional approval and will require supervisor approval

Rental History: minimum of two (1) years verifiable rental history, indicating no outstanding debt to any previous landlords or evictions. History of residing with family or under a relative owned property will not be considered for rental verification.

Criminal History: A criminal history check will be done on all applicants over the age of 18. Under no circumstances can a waiver be granted to any new applicant who has a felony conviction, a sex offense conviction, or whose name appears on a sex offender registry maintained by law enforcement officials. Applicants will be rejected if applicant has a plea of guilty to , been convicted of , or received deferred adjudication for : (1) A felony ;of any kind (No Aggressive behavior or body assault or child indecency no matter how old it was) , (2) A misdemeanor ,burglary of habitation , building or vehicle ,assault of any kind , possession ,selling or manufacturing of any amount or kind of drug , theft of any kind ,and any weapon related charges and any sex crime.

Age: must be a minimum of eighteen (18) years of old to apply. Anyone 18 years or older planning to occupy the property must complete an application, meet criteria and be listed as a resident on the lease.

Security Deposit: required to be submitted to the office in certified funds within forty-eight (48) hours of approval, no exceptions. No deposit will be waived or paid in portions.

Guarantors: All guarantors must have a verifiable source of income in an amount no less than five (5) times the market rental rate. The guarantor must pay an application processing fee. Guarantor must reside in United States.

Pets: Maximum of two (2) animals per apartment home. No aggressive breed animals of full or mixed blood are allowed.

Automatic Rejection: false, inaccurate or incomplete application(s), past evictions, money owed to previous landlord, judgments related to residency, outstanding federal tax liens, current bankruptcy proceedings, bankruptcy filed in past five (5) years that has not been discharged or released, current foreclosure proceedings, prior foreclosure within past ten (10) years, undisclosed criminal record, felony conviction within past ten (10) years, or misdemeanor conviction within past 5 years , felony or misdemeanor conviction as a result of any physical, violent, domestic violence, spousal abuse or any sex offense crimes, registered sex offender, appearance on sexual offense or terrorist database(s), conviction for manufacturing or distribution of a controlled substance, unpaid child support or excessive misdemeanors.

Signature of Resident

Date signed

Signature of Resident

Date signed

Signature of Owner's Representative

Date signed