



## Residential Qualifying Criteria

**Occupancy and Applicant Standards:** Conventional Communities: Two (2) persons per bedroom. Student Communities (leasing by the room): One (1) person per bedroom. All applicants must be eighteen (18) or older. A rental application must be completed for each individual age eighteen (18) or older who will occupy the apartment. An application fee is required for each applicant. All leaseholders, with the exception of guarantors or co-signers, must occupy the premises. Evolve Communities provides equal housing and services for all people regardless of religion, sex, race, color, national origin, handicap or familial status.

### A) Income

- Income must equal or exceed three (3) times the monthly rent.
- If financial aid is a source of income, then ½ month security deposit is required.

### B) Employment

- Current employment must be verified through supervisor/personnel department including verification of salary. If needed, recent pay stubs may be used for salary verification.
- Self-employed or Students without a Guarantor or Co-Signer, must provide documentation of sources of income which could include personal assets.
- Persons without verifiable employment may provide evidence of savings equal to the total annual income requirement for the apartment.

### C) Rental Scoring

Rental scoring systems assign points to certain factors identified as having a correlation to future financial lease performance. Your rental score results from an analysis of information found in your credit report, application and previous rental history. Such information may include your bill-paying history, the number and type of accounts you have, collection actions, outstanding debt, income and the number of inquiries in your consumer report. The final number, or rental score, represents an estimated level of risk. Because your rental score is based upon real data and statistics, it is more reliable than subjective methods of evaluating your information. Rental scoring treats all applicants consistently and impartially. If no Rental scoring is available (SS or ITN number too new) then a refundable security deposit up to two month's rent may be required.

### D) Rental history

We will not rent to anyone with a prior/current eviction or outstanding money judgment from a landlord and/or property management company. Payment history and adherence to community policies is taken into consideration when evaluating all applications.

### E) Criminal history

- Applications will be denied for any of the following reported criminal related reasons that have occurred within the ten (10) years prior to the application date.
- A felony or misdemeanor involving:
  - i. Sexual misconduct.
  - ii. Illegal manufacture, sale and/or distribution of a controlled substance, regardless of whether "adjudication" was withheld.
  - iii. A physical crime against a person(s) or another person's property, regardless of whether "adjudication" was withheld.
  - iv. Terrorist related conviction, regardless of whether "adjudication" was withheld.
  - v. A conviction relating to cruelty to animals, regardless of whether "adjudication" was withheld.
  - vi. Active status on probation or parole resulting from any of the above.

### F) Guarantor(s) and Co-Signer(s) must meet the following criteria:

- i. Guarantor's and Co-Signer's income must meet or exceed 6 times the monthly rent
- ii. Must meet all qualifying criteria required of the lease applicant (see B - D)
- iii. Must complete an application, and execute the Lease or a Guaranty Agreement.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date



4214 West Apartments
STUDENT RENTAL APPLICATION
PLEASE ANSWER ALL QUESTIONS

Date of Application: \_\_\_\_\_ Desired move-in date: \_\_\_\_\_ Floor Plan desired: \_\_\_\_\_

Applicant's Name: \_\_\_\_\_ Social Security #: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Driver's License #/State: \_\_\_\_\_

Telephone #: (mobile) \_\_\_\_\_ (home): \_\_\_\_\_

Email Address: \_\_\_\_\_

Current Address: \_\_\_\_\_

Check one: \_\_\_ Home \_\_\_ Rent \_\_\_ Other Monthly Rent \$ \_\_\_\_\_

Name of Apartment Community: \_\_\_\_\_

Telephone # of Apartment Community: \_\_\_\_\_ Fax #: \_\_\_\_\_

Home Address (when not @ school): \_\_\_\_\_

Check One: \_\_\_ Freshman \_\_\_ Sophomore \_\_\_ Junior \_\_\_ Senior

I attend: (Name of University/College): \_\_\_\_\_

Others who will occupy apartment:

Name \_\_\_\_\_ Age \_\_\_\_\_ Relationship \_\_\_\_\_

Name \_\_\_\_\_ Age \_\_\_\_\_ Relationship \_\_\_\_\_

Description of pet to occupy apartment (must have written consent from owner/agent):

Pet type \_\_\_\_\_ Full grown weight \_\_\_\_\_ Pets Name " \_\_\_\_\_ "

How did you find out about 4214 West Apartments?: \_\_\_\_\_

APPLICATION FEE

Applicant(s) has submitted the sum of \$250 ("application fee") with this application. Applicant(s) understand and agree that this application shall not be considered by management until the application fee is paid. Applicant(s) understand and agree that the application fee is used by management for the payment of processing of this application, which includes costs for verifying the authenticity of the information provided and to obtain or otherwise procure information regarding applicant's credit history, criminal background, and rental references. As such, applicant(s) understand and agree that the application fee is nonrefundable. Applicant(s), by signing this application for occupancy, represent that the information provided herein is true and correct to the best of their knowledge. In the event that management discovers that any information provided herein is false, resident understands and agrees that management may, at management's sole option, reject this application and immediately rescind any current or future agreement with applicant(s).

OTHER FEE(S)

List and describe: \_\_\_\_\_

APPLICATION(S) RELEASE AND AUTHORIZATION

By signing this application for occupancy, the undersigned applicant(s) authorize management to obtain a consumer credit report and any other information necessary in management's sole discretion to assist in the evaluation of this application for occupancy. Applicant(s) understand and agree that any such information obtained by management may include, but is not limited to, applicant's credit history, criminal record, evidence of any civil litigation and civil judgments, records of arrest, past rental history, employment history, salary information and history, vehicle records, driver's license records, driving history, or any other information. Applicant(s) release management, its principals, investors, employees, agents, vendors, the owner(s) of the community or property generally described in this application, and any furnish or supplier of information related to this application from any and all liability in the procurement, use, distribution, and possession of all obtained information. Applicant(s) also understand and agree that the information provided in this application and other consumer reports, to include credit reports, criminal records, evidence of any civil litigation, and civil judgments, records of arrest, past rental history, employment history, salary information/history, vehicle records, driver's license records, driving history, or any other information may be provided to state, local, and/or federal government agencies. Any disposal of information received by management shall be done in accordance with 16 CFR part 682 and N.C. Gen. Stat. § 75-64, et seq.

Applicant's Signature

Date

# 4214 WEST APARTMENTS ROOMMATE MATCHING

Name \_\_\_\_\_ Phone (\_\_\_\_\_) \_\_\_\_\_

E-Mail Address \_\_\_\_\_

Gender:  Male  Female Desired Move-In Date /\_\_\_\_\_/\_\_\_\_\_

Please indicate your order of Preference by Writing 1<sup>st</sup>, 2<sup>nd</sup>, & 3<sup>rd</sup> in line provided:

Preferred Floor: First Floor \_\_\_\_\_ Second Floor \_\_\_\_\_ Third Floor \_\_\_\_\_

Preferred Bedroom: Bedroom #1 \_\_\_\_\_ Bedroom #2 \_\_\_\_\_ Bedroom #3 \_\_\_\_\_

## ROOMMATE QUESTIONNAIRE

Your Age as of Today: \_\_\_\_\_ I attend: (Name of University/College): \_\_\_\_\_

College Academic Level:  Freshman  Sophomore  Junior  Senior  Grad  None

Course of Study: \_\_\_\_\_

<b>My Preference of Roommate Is:</b>	<input type="checkbox"/> Male	<input type="checkbox"/> Female	<input type="checkbox"/> Either
<b>I Like to Keep My Room:</b>	<input type="checkbox"/> Very Neat	<input type="checkbox"/> Somewhat Tidy	<input type="checkbox"/> Untidy
<b>I Would Describe Myself As:</b>	<input type="checkbox"/> Very Quiet	<input type="checkbox"/> Average	<input type="checkbox"/> Noisy
<b>I Study:</b>	<input type="checkbox"/> Often	<input type="checkbox"/> Average	<input type="checkbox"/> Seldom
<b>I Smoke:</b>	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Outside Only
<b>I Drink:</b>	<input type="checkbox"/> Often	<input type="checkbox"/> Average	<input type="checkbox"/> Never

### My Pet Preference Is:

- NO PETS & I DO NOT PLAN TO BRING A PET
- PET ALLERGY
- ROOMMATES MAY HAVE PET (indicate CAT  and/or DOG )
- I PLAN TO BRING A PET & WILLING TO LIVE WITH PET

Describe pet: Size, Color, and Breed of your pet

\_\_\_\_\_

\_\_\_\_\_

### PREFERRED ROOMMATE(S):

Name: \_\_\_\_\_ Phone#: \_\_\_\_\_

Name: \_\_\_\_\_ Phone#: \_\_\_\_\_

By signing below, I understand that this information will be made public to other residents in search of roommates. I acknowledge that the Landlord is not responsible or liable for any claims, damages, or actions or any nature whatsoever relating to, arising out of or connected with disputes between potential or selected roommates. The Landlord abides by Federal Fair Housing Laws when assigning roommates. I acknowledge that the Landlord strives to accommodate the desired Apartment size and roommate preferences, however Landlord cannot guarantee all preferences can be met. If I do not advise Landlord of my preferred Roommates, Landlord will assign Roommate(s) to my unit. If any facts are determined false, it shall constitute a default of this Agreement pursuant to Paragraph 38, and in such an event, Lessor shall have all the rights and remedies set forth in this Agreement, including but not limited to Lessor's ability to terminate Resident's tenancy immediately and seek possession of the Premises and collect from Resident any damages incurred, including reasonable attorney's fees.

\_\_\_\_\_  
**Applicant's Signature**

# GUARANTOR RENTAL APPLICATION

PLEASE ANSWER ALL QUESTIONS

This applicant is Guarantor for \_\_\_\_\_  
(Name of resident to occupy apartment)

## GUARANTOR INFORMATION:

Guarantor's Name: \_\_\_\_\_ Date: \_\_\_\_\_

Social Security Number \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Driver's License #: \_\_\_\_\_ Email Address: \_\_\_\_\_

Telephone #:(mobile) \_\_\_\_\_ (home) \_\_\_\_\_ (work) \_\_\_\_\_

Check one:  Married  Single Email Address: \_\_\_\_\_

Present Address \_\_\_\_\_

Mailing Address \_\_\_\_\_

Check one:  Own home  Rent  Other

Employed by: \_\_\_\_\_ Position/Title: \_\_\_\_\_

Employers address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

How long on job: \_\_\_\_\_ Income: \$ \_\_\_\_\_ Hourly/ Monthly/ Yearly

Supervisors Name: \_\_\_\_\_ Telephone #: \_\_\_\_\_

## If you would like us to consider a spouse, please complete information below.

Spouse's Name \_\_\_\_\_ Social Security #: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Driver's License #: \_\_\_\_\_

Employed by: \_\_\_\_\_ Position/Title: \_\_\_\_\_

How long on job: \_\_\_\_\_ Income: \$ \_\_\_\_\_ Hourly/ Monthly/ Yearly

Supervisors Name: \_\_\_\_\_ Telephone #: \_\_\_\_\_

## APPLICATION(S) RELEASE AND AUTHORIZATION

By signing this application for occupancy, the undersigned applicant(s) authorize management to obtain a consumer credit report and any other information necessary in management's sole discretion to assist in the evaluation of this application for occupancy. Applicant(s) understand and agree that any such information obtained by management may include, but is not limited to, applicant's credit history, criminal record, evidence of any civil litigation and civil judgments, records of arrest, past rental history, employment history, salary information and history, vehicle records, driver's license records, driving history, or any other information. Applicant(s) release management, its principals, investors, employees, agents, vendors, the owner(s) of the community or property generally described in this application, and any furnisher or supplier of information related to this application from any and all liability in the procurement, use, distribution, and possession of all obtained information. Applicant(s) also understand and agree that the information provided in this application and other consumer reports, to include credit reports, criminal records, evidence of any civil litigation, and civil judgments, records of arrest, past rental history, employment history, salary information/history, vehicle records, driver's license records, driving history, or any other information may be provided to state, local, and/or federal government agencies. Any disposal of information received by management shall be done in accordance with 16 CFR part 682 and N.C. Gen. Stat. § 75-64, et seq.

\_\_\_\_\_  
Guarantor Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Spouse's Signature

\_\_\_\_\_  
Date

### WHY WE ASK FOR THIS INFORMATION...

By Guaranteeing for resident listed above, you are asserting (through good credit and verifiable income) that should the resident default on payment, you will be responsible for the amount due to management. We verify co-signer's ability to pay through credit reporting agencies, including but not limited to Resident Check. We must have all the information requested on this application for proper checks to be completed. For your safety, we hold this information confidential and do not release or sell it to outside parties.

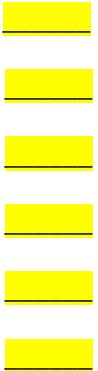
# GUARANTOR ADDENDUM TO LEASE

This portion of the application is the actual Guarantor agreement for said lease at 4214 West Apartments This guarantor agreement is an addendum to the lease between Evolve Management Group, LLC and the residents and will obligate you for any and all rents and damages incurred by THIS resident that may become due to Evolve Management Group, LLC over the term of the lease. The resident name and relationship to the co-signer need to be filled in by you below in the appropriate spaces and then initialed where indicated, then please sign at the bottom in the presence of a public notary. Then simply return the form to the property Leasing Office. Any questions, please call (828) 293-5551.

**PLEASE  
INITIAL  
BELOW**

## GUARANTOR AGREEMENT TERMS:

1. Apartment Complex: 4214 West Apartments: \_\_\_\_\_
2. Full name of Resident to be guaranteed by this Contract: \_\_\_\_\_
3. Relation of Resident to Guarantor: \_\_\_\_\_
4. Monthly amount to be guaranteed for the Term of the Lease (RENT) \_\_\_\_\_
5. Lease Start Date: \_\_\_\_\_
6. Lease End Date: \_\_\_\_\_



I (We), the person (People) named at the top of this application, do hereby guarantee full performance of the lease between RESIDENT stated above, residing in the above named apartment complex and EVOLVE MANAGEMENT GROUP, LLC LANDLORD/MANAGEMENT COMPANY, for the duration of the lease and **any lease renewals.**

I understand that I (We) are fully responsible for ALL Rents and Fees incurred, if not paid by the Resident.

\_\_\_\_\_  
Guarantor's Signature Date (SEAL)

\_\_\_\_\_  
Spouse's Signature Date (SEAL)

I, \_\_\_\_\_, a notary public for \_\_\_\_\_  
Notary Public's Name County State

Do hereby certify that \_\_\_\_\_ personally appeared before me on this day acknowledge the due execution of the foregoing instrument.

Witness my hand and official seal this, the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_


\_\_\_\_\_  
Notary Public's Signature

My Commission Expires: \_\_\_\_\_ (Notary's Seal)

\*This agreement will be added to the lease file upon execution of the lease.\*

# GUARANTOR EMPLOYMENT/INCOME VERIFICATION

*This request for verification of employment or income information on the below referenced individual is part of the application approval process for residency in an apartment community managed by Evolve Management Group, LLC.*

I,  ( \_\_\_\_\_ )  
Signature of Guarantor Printed Name of Guarantor

give permission for the information requested below to be released to Evolve Management Group, LLC for the purpose of application approval.

Company Name: \_\_\_\_\_

Guarantor's position with company: \_\_\_\_\_


Dates of employment: From: \_\_\_\_\_ To: \_\_\_\_\_

Rate of pay: \$ \_\_\_\_\_ Yearly, monthly, weekly, hourly  
(Circle one)

Average number of hours in work week: \_\_\_\_\_

Probability of continued employment: \_\_\_\_\_

Name and title of person verifying information: \_\_\_\_\_  
(Please print title)

  
(Signature of person verifying information)

\_\_\_\_\_  
(Printed name of person verifying information)

Please have your Supervisor complete this form and return it with the application. If you are self-employed, or do not wish to submit this form, you may submit a paystub, W2 or front page of your taxes in-lieu of this form.

**Thank you!**