

THE VILLAGES

RENTAL QUALIFYING STANDARDS

The Villages are committed to compliance with all Federal, State and Local Fair Housing Laws. It is our policy to offer our apartment homes for rental to the general public without regard to race, color, national origin, religion, sex, familial status or handicap. The employees of The Villages are obligated to treat each individual in a consistent and respectful manner. Applications for occupancy will be processed uniformly and equally for all prospective Residents.

The following criteria must be met to qualify:

Application Fee: \$50.00 application fee for all applicants and co-signers. ***Application fees are non-refundable and must be in the form of a money order.***

Rental Deposit: A rental deposit of \$150.00 (refundable) and an Administrative Fee of \$150.00 (non-refundable) will be required at the time of application approval to hold an apartment. The deposit is refundable for 48 hours. It is understood that a notice in writing must be provided within the 48 hours for a full refund of deposit.

Occupancy Standards: 1 Bedroom units will hold a maximum of two (2) persons
2 Bedroom units will hold a maximum of four (4) persons

Identification: All applicants and potential occupants must provide a US Social Security Card or individual Tax Payer Identification Number (ITIN) and a US Drivers License or a valid US Identification card before an application will be accepted for processing.

Income: All applicants must provide proof of income in the form of their most recent paycheck stub or previous year's tax return. Income will be verified through the applicant's employer. Gross monthly income must meet or exceed 3 times the monthly rental amount. Roommates must qualify individually and each income must meet or exceed 2 times the monthly rental amount. (Child support and alimony are not considered as income)

Employment: Current employment will be verified. If an applicant has been employed with their current employer for less than 6 months, previous employment may be verified. Self-employed applicants may furnish previous year's tax return. Applicants who are currently unemployed must provide proof of an ability to pay the anticipated lease term.

Credit: All applicants must be in good credit standing. Allowances are made for medical bills and disputed or deferred student loans. Paid off accounts will not be viewed as negative credit. Disputed negative credit ratings due to legal separation/divorce will require verification from an attorney or court document relieving applicant of legal responsibility for outstanding debt. Bankruptcies must be discharged (a minimum of 2 years) and applicants must also have established new good credit. Applicants who have filed bankruptcy may have the option of pre-paying the entire lease term in certified funds. "No Record" reports may be accepted with conditions.

Criminal History: A search will be conducted for each applicant's criminal history. A criminal background check will be run for all addresses at which the applicants have resided over the past 24 months. The application will be rejected for any of the following reasons:

- *Felony Conviction
- *Drug Conviction
- *Cruelty to animals conviction
- *Misdemeanor conviction involving crime against persons or property
- *Any of the above resulting in "Adjudication Withheld" or "Deferred Adjudication"
- *Any terrorist related conviction
- *Prostitution conviction
- *Active status on probation/parole

Rental History: Rental history will be verified. We will be researching for positive payment history, whether lease term was fulfilled and the previous residence was left in acceptable condition. Company policy will not allow acceptance with a negative rental history.

Co-Signer: Co-Signer must agree to accept responsibility for all Residents in the apartment for the duration of the lease term. Co-signer's income must meet or exceed 4.5 times the rental amount. Co-signers must have perfect, well-established credit with excellent rental or mortgage history.

Pet Guidelines: A pet is considered to be a dog or a cat. Breed restrictions do apply and residents are allowed two (2) pets per unit. Birds or fish are permitted and do require a pet fee. No other types of pets are permitted. Residents must supply Management with a picture of the pet and current veterinary records. The following fees apply.

- Up to 35lbs-\$300.00 non-refundable fee
- Over 35lbs-\$400.00 non-refundable fee

Reasons for not approving application include, but are not limited to: bankruptcy within the past two years, insufficient income, unpaid judgments, evictions, outstanding rent debt, household size exceeds occupancy limits and falsification of the application.

Please sign and date indicating that you understand these terms.

Rental Application

West Village/Village Square Apartments
1704 N. Woodmere Dr.
(843)571-3330/(843)766-7374
(843)763-7495-Fax

Applicant Name: _____ Phone#: _____

Address: _____

Date of Birth: _____ Social Security#: _____ Driver's License _____

Spouse Name: _____ Phone#: _____

Date of Birth: _____ Social Security#: _____ Driver's License: _____

*Co-Applicants and Roommates MUST fill out separate applications.

Full name of all Occupants	Date of Birth	Relationship to you
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_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

How many pets do you or occupants own? _____

Kind of pet/breed/weight: _____

Residency History

Current Address(Complex Name): _____

Street Address: _____ City/State/Zip: _____

Dates from: _____ To: _____ Monthly Payment: _____

Landlord: _____ Phone#: _____

Reason for leaving: _____

Previous Address(Complex Name): _____

Street Address: _____ City/State/Zip: _____

Dates from: _____ To: _____ Monthly Payment: _____

Landlord: _____ Phone#: _____

Reason for leaving: _____

Employment Information

Employment Status(Full-time, Part-time): _____

Current Employer: _____

Address: _____ Phone#: _____

Dates employed from: _____ To: _____ Position: _____

Supervisor: _____ Monthly Gross Salary: _____

Previous Employer: _____

Address: _____ Phone#: _____

Dates employed from: _____ To: _____ Position: _____

Supervisor: _____ Monthly Gross Salary: _____

Spouse Employer: _____

Address: _____ Phone#: _____

Dates employed from: _____ To: _____ Position: _____

Supervisor: _____ Monthly Gross Salary: _____

HAVE YOU EVER:

- Been sued for non-payment? ___ Yes ___ No
- Been evicted or asked to move out? ___ Yes ___ No
- Broken a lease or rental agreement? ___ Yes ___ No
- Been sued for damages to rental property? ___ Yes ___ No
- Declared for bankruptcy? ___ Yes ___ No
- Have you ever been convicted of a crime? ___ Yes ___ No

If yes, please explain" _____

Total Number of Vehicles to be parked on property: _____

Make/Model: _____ Year: _____ Color: _____ Tag# & State: _____

Make/Model: _____ Year: _____ Color: _____ Tag# & State: _____

Other vehicle including boats and motorcycles: _____

If management has any questions regarding your application, where can you be located?

Day Phone: _____ Evening Phone: _____

In Case of Emergency please contact: _____ Phone: _____

Application Fees

I submit the sum of \$ _____, in which is a non-refundable payment, to be retained for cost's accrued and the agent's time and effort in processing this application. I warrant that all statements above are true; however, should any statement made above be a misrepresentation or not a true statement of facts, I understand that this application will be disapproved.

Security Deposit

I hereby deposit \$ _____ with a Management as a deposit in connection with this rental application. If my application is accepted, I understand this deposit will be used to reserve an apartment for me and will be held as a guarantee against any damage that may be caused by me, or my guests, for the duration of my residency. If Management accepts my application, I agree to execute a lease for _____ months, on or before the stated date set forth in this application. If this application is not approved and accepted by the owner or agent, the deposit will be refunded, the applicant thereby waiving any claim for damages by reason of non-compliance.

I understand that I may cancel this application by written notice within 48 hours and receive a full refund of deposit. If I cancel after 48 hours or fail to execute a lease for one year or refuse to occupy the premises on the agreed upon date, I understand this deposit will be forfeited as liquidated damages.

I AUTHORIZE MANAGEMENT TO CONTACT PRESENT AND PREVIOUS LANDLORDS AND EMPLOYERS WITH THE CREDIT AND PERSONAL REFERENCES THAT I HAVE PROVIDED IN THIS APPLICATION. I ALSO AUTHORIZE MANAGEMENT TO OBTAIN MY CONSUMER CREDIT REPORT, RUN A CRIMINAL BACKGROUND AND SEX OFFENDER CHECK, AND OBTAIN EVICTION AND BAD CHECK REPORTS IN ORDER TO QUALIFY

Signature of Applicant _____ Date _____

Signature of Spouse _____ Date _____

VILLAGE SQUARE APARTMENTS
WEST VILLAGE APARTMENTS
1704 North Woodmere Drive
Charleston, SC 29407
(843) 766-7374
Fax: (843) 763-7495

To: _____

PLEASE FILL IN THE INFORMATION BELOW AND RETURN TO US VIA FAX. THE RELEASE OF THIS INFORMATION IS GRANTED. PLEASE SEE SIGNATURE BELOW. THANK YOU FOR YOUR PROMPT ATTENTION TO THIS MATTER.

Applicant's Name: _____

Applicant's Address: _____

Rented From: _____ to _____

Monthly Rent: _____

Was rent paid on time (by 5th): _____ Late: _____

If late, how many times: _____

Number of NSF checks: _____

Have you ever filed eviction papers? _____

If yes, for what reason? _____

Was lease term fulfilled? _____ Was deposit refunded? _____

Any balance due? _____

Did Resident give proper notice? _____ Would you rent to them again? _____

If not, why? _____

Was apartment left in good condition? _____

Were there any pets in the apartment? _____ If yes, was there any damage to the apartment caused by the pet? _____

Any comments that may help us determine this verification? _____

Authorized Agent (signature)

Position/Company

Please print name

Date

I authorize management to contact present and previous landlord(s) & employer(s) with the credit and personal references that I have provided in this application. I also authorize Management to obtain my consumer credit report, run a criminal background and sex offender check, and obtain eviction and bad check reports in order to qualify.

Signature of Applicant

Date

08/2007

VILLAGE SQUARE APARTMENTS
WEST VILLAGE APARTMENTS
1704 North Woodmere Drive
Charleston, SC 29407
(843) 766-7374
Fax: (843) 763-7495

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Employee's Name: _____

Position: _____

Length of Employment: From _____ To _____

Rate of Pay: \$ _____ per _____ (ie., hour, week, month, year)

Does employee earn commissions or tips? _____

If yes, average commission/tips per period _____

Length of pay period _____ (ie., daily, weekly, bi-weekly, monthly)

Average hours worked per pay period _____

Authorized Agent (signature)

Position

Please print name

Date

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Signature of Applicant

Date