

APPLICATION CRITERIA & RENTAL QUALIFICATION STANDARDS

Arleio Living is committed to equal housing opportunity and complies with the Fair Housing Act, which prohibits discrimination based on race, color, religion, sex, national origin, familial status, or disability. We also comply with all applicable state and local fair housing laws, which may extend protections to additional characteristics. Arleio Living does not discriminate on the basis of any protected class under federal, state, or local law. All applicants must meet established rental criteria to qualify for residency. Our screening process is based solely on information obtained from authorized credit reporting and verification services. Arleio Living does not deviate from its qualification policies and upholds all fair housing standards.

Before completing your application and submitting the non-refundable application fee, please review all qualification requirements carefully. Submission of false or misleading information will result in application denial and forfeiture of any deposits as liquidated damages for time and processing expenses.

APPLICATION CRITERIA

All persons 18 and over intending to reside in the home must qualify in each of the below categories with the exception that the household’s combined income may be used to satisfy the rent to earnings ratio.

Any person under the age of 18 intending to occupy the home must be identified on the application and listed on the lease or such person will otherwise be considered an unauthorized occupant.

****NOTE: The identification, income, employment, and deposit requirements may be modified if required by federal subsidy or financing programs.**

SCREENING CRITERIA: An outside consumer reporting agency is used in connection with the verification of applicants’ income, credit, rental, and criminal history. In addition, based on their credit history and debt to income ratio, applicants may be required to provide evidence of income and rental history and larger than standard deposit satisfactory to Management and as requested by Management. The consumer reporting agency considers a number of factors in its determination, including, but not limited to, the following: credit history, criminal history, income, applicants debt and debt service requirements, debt payment history, eviction history, Social Security fraud history, information about applicants contained in databases of Federal, State, and Local law enforcement organizations, and other such relevant information.

CREDIT SCREENING: (excluding student loans and medical accounts)

- An applicant with an unsatisfactory credit report will be denied.
- Excessive collection accounts, including utility accounts (regardless of status), will result in denial of the rental application. All utility collection accounts within the last 2 years must be paid in full and confirmation presented with the application in order to be approved.
- An applicant whose credit report contains more negative than positive history may be approved subject to an additional deposit.
- Bankruptcy (regardless of discharge) or repossession within the last 2 years may be grounds for denial of the application or may require an additional deposit for approval.
- Rental housing debt, evictions, or collections within the last 5 years will result in automatic denial of the application.
- Any unresolved tax liens will negatively impact the overall applicant screening result.
- Information from several credit reporting agencies may be used to determine credit status.

RESIDENCY HISTORY: All occupants 18 and over (except first-time renters) must have at least 24 months of verifiable and positive residency history immediately preceding application.

- First-time renters or applicants with no verifiable residency history will require payment of an additional deposit or acceptable guarantor in lieu of immediate past rental history.
- Residency history that includes prior evictions within the last 5 years, multiple late payments, returned checks, poor housekeeping, conduct disturbing the rights and comforts of other residents, unauthorized occupants, property damage or failure to adhere to the policies and regulations of the community or management company will result in automatic denial of the application.
- Landlord reference indicating the landlord would not re-let to the applicant due to lease violation is grounds for automatic denial of the application.
- Renting from a relative is not considered rental history; as a contract performance cannot be determined.
- If Applicant owned his/her immediate prior residence, mortgage history will be verified through credit report or other documentation of home ownership.

EMPLOYMENT: Applicant must supply 2 months of stable, verifiable employment. If an applicant has less than 2 months of employment history, an additional deposit or guarantor may be required.

- If self-employed, applicant must provide (1) the prior year's tax return with Schedule C form with the applicant's affidavit that anticipates applicant’s NET earnings for the next 24 months; (2) CPA/accountant's statement of the prior year's tax returns and anticipated NET income for the next 24 months; or (3) 24 months of certified or uncertified financial statements (including accountant's calculation of straight-line depreciation expense if accelerated depreciation was used on the tax return or financial statement). Otherwise, an additional deposit or guarantor may be required.
- Full-time students (minimum of 9 credit hours) who do not have verifiable employment must provide proof of school enrollment and must provide either additional deposit or an acceptable guarantor.
- Job Transfer/New Role: Applicants with an offer of employment or transfer of role from their existing employer are required to provide an Offer Letter or Transfer Letter on employer letterhead confirming terms of compensation and start date. The letter should be signed and dated by the offeror.
- Proof of income being made in the state you are wishing to rent a home is required. Examples include but are not limited to the state taxes shown on your pay statements, an offer letter or transfer letter confirming you are beginning a new role in that state, or proof that you are a remote employee.
- Additional Income Sources: Social Security Benefits, Child Support, Alimony, Disability, Retirement, Pensions, VA Benefits and Bank Statements (complete) are accepted. Items containing redacted or otherwise altered information are subject to additional verification and/or denial.

CRIMINAL HISTORY SCREENING: A criminal background check will be conducted for each leaseholder who is of the age of eighteen (18) or older. All applicants (and current residents upon renewal where applicable) will be screened for criminal history. Arleio Living considers the entire application. We do not exclude individuals simply because of prior convictions and only consider records that are reportable under the Fair Credit Reporting Act and rules of SC.

- Convictions do not result in automatic denial of application or lease renewal; consideration will be given to the nature, date, and circumstances of conviction.
- Convictions involving sexual misconduct (as defined by state law), drug related crimes, theft by check or a physical crime against a person or another person's property may allow approval of the application with special conditions, or denial based on the crime and date of said criminal charges.
- Applicants or current residents appearing on the list of known terrorists and wanted fugitives as provided by the Office of Foreign Asset Control (OFAC), federal agencies (including the FBI or other state and local law enforcement agencies) will be denied.
- All applicants and current residents aged 18 and over will be screened through the OFAC.
- If an application is denied based on criminal history information and the applicant does not dispute the criminal history screening information, but wishes to request a review of the nature, date and circumstances of the conviction, the Applicant must notify the property manager in writing to initiate the request for such consideration. If an applicant disputes the information from the third-party report, the applicant must contact the screening provider to dispute the information believed to be inaccurate.

GUARANTOR (Co-Signer): If a property permits the use of a guarantor (also known as a co-signer), the following standards will apply. Use of a guarantor does not override or substitute other lease requirements. Eligibility to use a guarantor is determined based on the applicant’s ability to meet all other non-financial criteria (e.g., rental history, background check). Guarantors are subject to the same evaluation criteria as traditional lease applicants, with the following additional or clarifying requirements:

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- **Income Requirement:** Guarantors must demonstrate a verifiable gross monthly income equal to or greater than 5 times the monthly rent of the unit they are guaranteeing.
- **Residency:** Guarantors do not need to reside at the property but must reside in the United States and have a verifiable U.S. address and employment.
- **Liability:** Approved guarantors will be required to sign the lease agreement and assume joint and several financial responsibility for all lease obligations, including rent, damages, and any other lease terms.

Rental Qualification Standards

APPLICATION AND ADMINISTRATIVE FEE: A non-refundable Application Fee is required for each applicant who is 18 years of age or older and will occupy the home. This fee is mandatory and due at the time of application. The Application Fee covers the cost of processing, background checks, and screening. In addition to the Application Fee, a non-refundable Administrative Fee may also be required at the time of application. The amount of the Administrative Fee may vary by property and will be disclosed prior to submission of the application. If Management rejects the application, any reservation or administrative fees paid will be refunded, but the Application Fee remains non-refundable. If the Applicant cancels the application, fails to sign the lease contract after approval, or withdraws the application before a decision is made, applicable state and local ordinances will govern the refundability of any fees, as outlined in the Application Agreement.

AVAILABILITY: Applications for homes will be accepted on a first come, first serve basis. Homes will be reserved for applications based on the availability of the unit type requested by the Applicant.

LEGAL RESIDENCY: All Applicants must provide appropriate verification of their lawful residence in the United States as requested by Management.

STATE AND LOCAL LAW: To the extent state or local law differs from these guidelines, state or local law will govern.

OCCUPANCY STANDARDS: Occupancy of the home is limited to those persons listed on the lease and is based on the number of bedrooms in a home. A bedroom is defined as a space within the premises that is used primarily for sleeping, with at least one window and a closet space. Occupancy shall not exceed two persons per bedroom plus one additional person per home, unless State or Local ordinances state otherwise. Occupants under the age of 24 months at the time of lease signing or renewal are not counted toward maximum occupancy. Rooms such as a study or den may be considered a bedroom for purposes of maximum occupancy.

RENTAL RATES: Rental Rates are subject to change without notice.

SECURITY DEPOSITS: A Security Deposit is required to reserve a home. The Security Deposit, or any portion thereof, may be applied by Management to satisfy all or part of the Resident’s obligations under the lease. Management may require payment for damages or charges above and beyond those covered by the Security Deposit, if such charges are warranted. If Management rejects the application, the Security Deposit will be refunded in full. If the Applicant cancels the application, fails to sign the lease after approval, or withdraws the application before approval, applicable state and local ordinances will be followed regarding refund eligibility and processing.

SECURITY DEPOSIT ALTERNATIVES: Where offered and permitted by law, applicants may opt for a Security Deposit Alternative in lieu of paying a traditional deposit. This option is designed to reduce upfront move-in costs while still protecting the property. Security Deposit Alternatives may include programs such as Deposit Insurance or Surety Bond programs, which involve a non-refundable fee paid to a third-party provider. These alternatives do not eliminate the Applicant’s responsibility for lease compliance, including payment for damages, unpaid rent, or other obligations. Enrollment in a deposit alternative is subject to Management’s approval and the terms of the third-party provider. These programs are optional and will be disclosed to eligible applicants during the application or leasing process.

RENTERS INSURANCE: Proof of a current Renter’s Insurance Policy is required. Check with the property management team for details and requirements. Where policies are required, we retain the right to force place coverage in the event a resident’s policy is cancelled for any reason during their residency.

ANIMALS & PETS: Approval is subject to community guidelines and property-specific restrictions. Acceptable pets include common household pets such as domestic cats, domestic dogs (subject to breed restrictions), small domesticated birds, aquarium fish, and small caged animals such as hamsters, gerbils, hermit crabs, non-poisonous frogs, and turtles. To ensure the safety and comfort of all residents, certain dog breeds and breed mixes may not be permitted based on behavioral history or insurance restrictions. Breed restrictions may include, but are not limited to, those commonly recognized as aggressive or high-risk. Animals that are not traditionally domesticated or pose health or safety risks—including but not limited to snakes, spiders, ferrets, iguanas, or other exotic or wild animals—are not allowed. Approved pets may be subject to additional pet deposits, non-refundable fees, and/or monthly pet rent. Documentation and compliance with our pet policy and animal lease addendum (including vaccinations and licensing, where applicable) are required.

This policy does not apply to assistance animals (including service animals and emotional support animals) for individuals with disabilities. Requests for assistance animals will be reviewed on an individual basis, in compliance with applicable fair housing laws.

IDENTIFICATION: All applicants will be asked to provide positive identification and evidence of their lawful presence in the United States. All applicants must present a valid driver's license or other government-issued photo identification and one of the following; 1) a United States government issued Social Security number; 2) Form I-94 Arrival- Departure Record showing entry date and authorized period of stay; 3) temporary resident alien card verifying approved entry by the United States government (I-94W); 4)Form I-95; 5) Form I-151; 6) I-551 Permanent Resident Card (Alien Registration Receipt Card); 7) Form I -688 Temporary Resident Card;8) Form 1-688A Employment Authorization Card; 9) Form I-688B; or 10) Form I-766.

International Applicants with no Social Security Number: May be approved with verification of income, employment verification, completion of criminal background check; and any of the U.S. Citizenship and Immigration Services (USCIS) documents listed on the state supplemental application that prove entitlement to be in the United States. Additional deposit may be required.

NOTIFICATION OF DENIAL OF APPLICATION: Should your application be denied, an adverse action letter will be provided. You may have the opportunity to file a grievance challenging the decision to deny your application; you will receive information regarding your rights to grievance with the adverse action letter.

FAIR HOUSING: Arleio Living fully complies with all federal, state, and local fair housing laws, including the Fair Housing Act and Americans with Disabilities Act. Discrimination based on race, color, religion, national origin, sex, familial status, disability, or any other protected class is strictly prohibited. Reasonable accommodations and modifications for individuals with disabilities will be provided as required by law.

REASONABLE ACCOMMODATIONS TO DISABILITIES: As part of this property’s commitment to equal housing opportunity and non-discrimination on the basis of disability, you may request reasonable accommodations that are necessary because of a disability during the application process. Please notify management if you believe any such accommodation to a disability is necessary.

QUALIFICATION DOCUMENT VERIFICATION: We may use a third-party service to verify the authenticity of any qualification documents you supply with your application.

ACKNOWLEDGMENT

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By signature below, Applicant acknowledges that he/she has reviewed the rental qualification criteria, which includes reasons why the application may be denied. The Applicant understands that if he/she does not meet the rental selection criteria or fails to answer any question or gives false information, we may reject the application, retain fees allowed by statute and terminate any right of occupancy.