

Resident Qualification Acknowledgment

In order to assist you with your decision on your new home, we are providing this list of the requirements we use to qualify applicants for residency in this community. Nothing contained in these requirements shall constitute a representation that all residents and occupants currently residing in our community have met or currently meet these guidelines. Each person age 18 or older who will live in the apartment home must submit an application and satisfy these requirements. In addition, applicants and occupants must meet all of the qualification requirements of the applicable affordable housing program(s) in place at this community. Subject to applicable laws, our requirements include, but are not limited to, the following criteria:

IDENTIFICATION. Applicants must present a valid government issued photo identification card for each person age 18 or older.

INCOME. Gross income for the household, including unearned income of minors and Adult Dependents, will be verified and combined to determine income eligibility. Annual household income cannot exceed the maximum allowable income as determined by affordable housing program guidelines in effect for this community. Housing Vouchers, such as Section 8, are accepted.

STUDENT STATUS. If required by the affordable housing program, households with part-time and/or full-time student(s) must meet applicable program exceptions in order to be considered for residency.

APPLICATION FEE. An application fee of \$26.47 will be charged and due once the completed application is submitted for review and income eligibility has been determined. This fee pays for the expense of the credit report and criminal background check.

CREDIT STANDARD. We obtain a VantageScore credit report on each applicant once income eligibility has been determined. Applicants are responsible for ensuring their credit history is accurate. Our credit reporting agency evaluates the most recent 24 months of credit and does not take into account negative credit history due to outstanding medical or student loan debt or unpaid balances below \$2500.

The following reasons may result in a denial or conditional approval based on credit screening results:

- Applicants that have a credit score of 620 or higher will be approved.
- Applicants that have a credit score between 500 and 619 will be approved with an additional deposit equal to one month's rent.
- Applicants that have a credit score below 500 will be disqualified.

Applicants disqualified with a credit score below 500 who do not have a credit history may submit mitigating circumstances to our office. The mitigating circumstances must document timely payments of alternate forms of credit such as insurance, utilities, childcare, and other types of financial commitments.

Applicants disqualified with a credit score below 500 may submit documentation to our office that meets one of the following mitigating circumstances:

- An applicant's recent timely payment history; 24 months from the date of the application of on-time payments for bills and credit accounts.
- An applicant's timely rent payment history; 24 months from the date of the application of on-time rent payments of equal or greater value to the proposed rent for the BMR rental unit.
- Alternate forms of credit history such as rent payments, insurance, utilities and childcare paid on time, especially in the case where an individual has no credit, should always be taken into consideration.

Our credit reporting agency also reviews open bankruptcy cases. Applicants with an open bankruptcy case may be disqualified and may submit mitigating circumstances to our office. Closed bankruptcy cases will not be considered.

Applicants who are approved after the consideration of mitigating circumstances will require an additional deposit equal to one month's rent. Applicants who are disqualified after the consideration of mitigating circumstances may appeal to the Mayor's office of Housing and Community Development (MOHCD) for reconsideration. MOHCD will make the final decision on all appeals.

RENTAL HISTORY. Our credit reporting agency also reviews eviction and court databases to search for both eviction filings and judgements within the past 24 months and may include rent payment history as an indicator of future rent payment performance. Applicants are responsible for ensuring their rental history is accurate. No Fault or Dismissed evictions will not be held against the household. If a household does not meet the rental or credit criteria it could result in the denial of their application. Mitigating Circumstances will be considered on a case-by-case basis.

GUARANTORS If a guarantor is needed, they must meet the entire qualifying criteria as presented. All guarantors must have a verifiable source of income in an amount not less than 3 times the rental rate.

CRIMINAL HISTORY. We obtain a criminal background check on each applicant who will reside in the apartment home. It is possible your application will be denied due to criminal convictions. Qualified applicants with criminal history will be considered for housing per Article 49 of the San Francisco Police code Fair Chance Ordinance.

OCCUPANCY. The following occupancy standards apply based on a maximum of two persons per bedroom, plus one per apartment. Children under 6 do not count towards maximum occupancy. Please see your leasing representative for unit types available at this community.

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| Studio | One to Two Persons |
| One Bedroom | One to Three Persons |
| Two Bedroom | Two to Five Persons |
| Three Bedroom | Three to Seven Persons |

PETS. The following breeds are restricted from this community: Chows, Doberman Pinschers, Pit Bull/Staffordshire Terriers, Rottweilers, Presa Canarios, Akitas, Alaskan Malamutes, and Wolf-hybrids. Prohibited pets include, but are not limited to, monkeys, snakes, ferrets, iguanas, potbelly pigs and rabbits. There is a maximum of two pets per apartment home. The maximum weight limit for pets is 50lbs.

FAIR HOUSING STATEMENT. We are committed to compliance with all federal, state, and local fair housing laws. We do not discriminate against applicants based on race, color, age, religion, national origin, sex, familial status, disability, sexual orientation, gender identity, marital status or any other legally protected classification or status. All persons involved with the leasing and operation of our communities receive training on fair housing laws. We will consider requests for reasonable accommodations based upon a disability. We will consider reasonable modification of existing premises, which may be at the expense of the person requesting the modification.

FALSIFICATION OF APPLICATION. Any false statements or false information included in an application may result in denial of the application.

ADDITION OF APPLICANT AFTER INITIAL APPLICATION: The addition of an applicant after initial application for residency may only be completed at annual recertification unless a qualifying exception occurs. Qualifying exceptions include adoption, birth, marriage, and domestic partnership.

BMR INCLUSIONARY MANUAL. Should the terms of the Resident Qualification Acknowledgment Form conflict with the BMR Inclusionary Manual, the BMR Inclusionary Manual is controlling.

Signature of Applicant

Date

Signature of Applicant

Date

Signature of Applicant

Date

Leasing Representative/Agent for Owner

Date