

RENTAL QUALIFICATION STANDARDS

It is the policy of Bell Partners to uphold the Fair Housing Laws and not deviate from these policies. We provide equal housing for all people, regardless of race, color, religion, sex, national origin, handicap or familial status.

AVAILABILITY: Applications for apartments will be accepted on a first come, first serve basis. All information on the application must be complete, accurate and verifiable. All appropriate application fees and deposits must be paid before an application will be accepted and/ or processed. Apartments will be reserved for applications based on the availability of the unit type requested by Applicant.

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

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

RENTAL APPLICATIONS: A Rental Application must be truthfully completed for each prospective applicant and/ or occupant who is of the legal age of eighteen (18) or older (State of Alabama, age 19 is legal age) and who will occupy the apartment. Any false information may cause application to be rejected or lease to be nullified. A non-refundable application processing fee will be required for each applicant. This fee may vary from property to property. The Applicant's information will be entered into a scoring system, which determines both rental eligibility and the security deposit amount, which will be required. All adult occupants (non-lease holders) will be required to complete a rental application and meet guidelines as outlined below for qualification pertaining to a criminal background check.

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

APPLICATION EVALUATION:

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, applicant's 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. **** PLEASE SEE "PROPERTY SPECIFIC" STANDARDS REGARDING ACCEPTANCE OF UNDERGRADUATE STUDENTS. ****

Credit: Good credit history is required for standard acceptance. Applicants with no credit, slow credit or marginal credit *may* be approved with an additional security deposit. Information from several credit reporting agencies may be used to determine credit status.

Occupancy History: Bell Partners reserves the right to verify up to 24 months of rental history. A positive record of prompt monthly payment, sufficient notice given and no damages is expected. Renting from a relative is not considered rental history; as a contract performance cannot be determined. Home mortgages can substitute for rental history. If there is no rental history, application *may* be approved with an additional security deposit.

Employment: Proof of stable and verifiable current employment must be provided. Annual income is taken into account as a portion of the approval process. Acceptable methods of proof of income may include: recent pay-stubs; a letter from the employer on company letterhead; the most recent W-2 form; or, for self-employed applicants, a copy of the most recent tax return or certified verification from his/ her company accountant or bank. Individual applicants must gross 2.5 to 2.75X the monthly rent; roommates must each gross their pro-rated share of 2.5 to 2.75X the monthly rent. (Please see property specific standard regarding whether the income requirement is 2.5X or 2.75X the monthly rent.)

Criminal Background: A criminal background check will be conducted for each applicant and prospective occupant who is of the age of eighteen (18) or older. The application or occupancy of any person may be denied at any time based on their criminal history, in Management's sole and absolute discretion. Criminal history for which Management may deny applications or occupancy include, but are not limited to, felony conviction OR *any* conviction, active parole, "adjudication withheld" or "deferred adjudication" resulting from charges related to: terrorism, crimes involving possession, manufacture, or delivery of any controlled substance, marijuana, drug paraphernalia, weapons, fraud or financial crimes, prostitution, sex, animal cruelty, OR crimes held against persons or property.

International Applicants with no Social Security Number: May be approved with verification of income and employment verification, completion of criminal background check; a valid passport and a valid Work VISA or Student VISA. Additional deposit may be required.

GUARANTOR/COSIGNER: In the absence of any of the above financial qualifications, with the exception of negative credit or rental history, a guarantor may be accepted. Guarantor must complete a rental application and must fully meet the credit and criminal background requirements. Guarantor's gross monthly income must equal six (6) times the monthly rent. **Guarantor's income and employment must be verified.** Guarantor's application must be run separately from the Applicant's application. All Applicants using a Guarantor must abide by the Onesite Screening recommendation. Guarantor must execute the lease agreement, guarantor agreement and all other documents required by Management. Guarantor will be fully responsible for the lease if the Resident(s) default.

RESERVATION FEE/ ADMINISTRATIVE FEE: A non-refundable Reservation/ Administrative fee may be required at the time of application. If management rejects the application or if applicant fails to occupy the apartment home, the Reservation/ Administrative Fee will be refunded in full. Reservation fee/ Administrative fee will become non-refundable upon move in.

SECURITY DEPOSIT: A Security Deposit is required to reserve an apartment. The Security Deposit, or any portion thereof, may be applied by Management to satisfy all or part of the Resident's obligations. Management may require payment for damages above and beyond those covered by Security Deposit, if such charges are warranted. If management rejects the application, Security Deposit will be refunded in full. Security Deposit will be refunded in full if Applicant cancels application within 72 hours of date & time of application; otherwise it will be retained as liquidated damages if you fail to sign or attempt to withdraw your application for residency as outlined in paragraph 6 & 7 of the application agreement.

OCCUPANCY STANDARDS AND MULTIPLE RESIDENTS: Two (2) people per bedroom, unless local ordinances state otherwise. (Under this standard, newborns less than fifteen (15) months of age are not counted as a person.) Multiple Applicants/ Residents must qualify individually for the apartment. Married couples must qualify jointly for the apartment. Each applicant is fully responsible for the entire rental payment, and each must execute the Lease Agreement and its supporting documents.

ANIMALS (PETS): Acceptable animals include domestic cats, dogs (specific breeds are not permitted-see below), turtles, non-poisonous frogs, domestic hamsters, hermit crabs, gerbils, and small domesticated birds and domestic fish. The following breeds of dogs (or any mix of the following breeds) are not permitted: Pit bulls, (this includes American Staffordshire Terriers and Staffordshire Bull Terriers), Rottweilers, German Shepherds, Huskies, Alaskan Malamutes, Doberman Pinschers, Chow Chows, Great Danes, St. Bernards, and Akitas. All other animals are prohibited, including snakes, spiders, ferrets, and iguanas. When and if an approved animal is permitted on a property, additional fees are required. Additional requirements may be imposed. This policy does not apply to disabled persons who require the use of a support animal, which will be reviewed on an individual basis.

Acknowledgement: I have read, understand, and accept the above as qualifying standards and rental policies of this Community. Further, by signing below, I authorize a credit report(s) and criminal history records being offered, prepared, and delivered in connection with my application or tenancy at this community.

Community Name: _____

Date: _____

Applicant's Printed Name _____

Signature _____

Applicant's Printed Name _____

Signature _____

Applicant's Printed Name _____

Signature _____



Rental Application for Residents and Occupants

*Each co-applicant and each occupant 18 years old and over must submit a separate application.
Spouses may submit a single application.*



Date when filled out: September 25, 2009

ABOUT YOU

Full name (exactly as on driver's license or govt. ID card) _____
 Your street address (as shown on your driver's license or government ID card): _____
 Driver's license # and state: _____
 OR govt. photo ID card #: _____
 Former last names (maiden and married): _____
 Your Social Security #: _____
 Birthdate: _____ Height: _____ Weight: _____
 Sex: _____ Eye color: _____ Hair color: _____
 Marital Status: single married divorced widowed separated
 Are you a U.S. citizen? Yes No Do you or any occupant smoke? yes no
 Will you or any occupant have an animal? yes no
 Kind, weight, breed, age: _____

YOUR RENTAL/CRIMINAL HISTORY

Check only if applicable. Have you, your spouse, or any occupant listed in this Application ever: been evicted or asked to move out? moved out of a dwelling before the end of the lease term without the owner's consent? declared bankruptcy? been sued for rent? been sued for property damage? been charged, detained, or arrested for a felony, misdemeanor involving a controlled substance, violence to another person or destruction of property, or a sex crime that was resolved by conviction, probation, deferred adjudication, court ordered community supervision, or pretrial diversion? been charged, detained, or arrested for a felony, misdemeanor involving a controlled substance, violence to another person or destruction of property, or a sex crime that has not been resolved by any method? Please indicate below the year, location and type of each felony, misdemeanor involving a controlled substance, violence to another person or destruction of property, or sex crime other than those resolved by dismissal or acquittal. We may need to discuss more facts before making a decision. You represent the answer is "no" to any item not checked above.

Current home address (where you now live): _____
 City/State/Zip: _____
 Home/cell phone: (____) _____ Current rent: \$ _____
 Email address: _____
 Name of apartment where you now live: _____
 Current owner or manager's name: _____
 Their phone: _____ Date moved in: _____
 Why are you leaving your current residence? _____

YOUR SPOUSE

Full name: _____
 Former last names (maiden and married): _____
 Spouse's Social Security #: _____
 Driver's license # and state: _____
 OR govt. photo ID card #: _____
 Birthdate: _____ Height: _____ Weight: _____
 Sex: _____ Eye color: _____ Hair color: _____
 Are you a U.S. citizen? Yes No
 Present employer: _____
 Address: _____
 City/State/Zip: _____
 Work phone: (____) _____
 Position: _____
 Date began job: _____ Gross annual income is over: \$ _____
 Supervisor's name and phone: _____

Your previous home address: _____
 City/State/Zip: _____
 Apartment name: _____
 Name of above owner or manager: _____
 Their phone: _____ Previous monthly rent: \$ _____
 Date you moved in: _____ Date you moved out: _____

OTHER OCCUPANTS

Names of all persons under 18 and other adults who will occupy the unit without signing the lease. Continue on separate page if more than three.

Name: _____ Relationship: _____
 Sex: _____ DL or govt. ID card # and state: _____
 Birthdate: _____ Social Security #: _____
 Name: _____ Relationship: _____
 Sex: _____ DL or govt. ID card # and state: _____
 Birthdate: _____ Social Security #: _____
 Name: _____ Relationship: _____
 Sex: _____ DL or govt. ID card # and state: _____
 Birthdate: _____ Social Security #: _____

YOUR WORK

Present employer: _____
 Address: _____
 City/State/Zip: _____
 Work phone: (____) _____
 Position: _____
 Your gross annual income is over: \$ _____
 Date you began this job: _____
 Supervisor's name and phone: _____

YOUR VEHICLES

List all vehicles owned or operated by you, your spouse, or any occupants (including cars, trucks, motorcycles, trailers, etc.). Continue on separate page if more than three.

Make and color of vehicle: _____
 Year: _____ License #: _____ State: _____
 Make and color of vehicle: _____
 Year: _____ License #: _____ State: _____
 Make and color of vehicle: _____
 Year: _____ License #: _____ State: _____

Previous employer: _____
 Address: _____
 City/State/Zip: _____
 Work phone: (____) _____
 Position: _____
 Gross annual income was over: \$ _____
 Dates you began and ended this job: _____
 Previous supervisor's name and phone: _____

EMERGENCY

Emergency contact person over 18, who will not be living with you:

Name: _____
 Address: _____
 City/State/Zip: _____
 Work phone: (____) _____ Home phone: (____) _____
 Relationship: _____

YOUR CREDIT HISTORY

Your bank's name, city, state: _____

 List major credit cards: _____
 Other non-work income you want considered. Please explain: _____

 Past credit problems you want to explain. (Use separate page.)

AUTHORIZATION

I or we authorize (owner's name) _____
G&I VI Forest Hills LP

WHY YOU APPLIED HERE

Were you referred? Yes No.
 If yes, by whom:
 Name of locator or rental agency: _____
 Name of individual locator or agent: _____
 Name of friend or other person: _____
 Did you find us on your own? Yes No If yes, fill in information below:
 On the Internet Stopped by Newspaper (name): _____
 Rental publication: _____
 Other: _____

to obtain reports from any consumer or criminal record reporting agencies before, during, and after tenancy on matters relating to a lease by the above owner to me and to verify, by all available means, the information in this application, including criminal background information, income history and other information reported by employer(s) to any state employment security agency. Work history information may be used only for this Rental Application. Authority to obtain work history information expires 365 days from the date of this Application.

Applicant's signature _____
 Spouse's signature _____

Applicant must also sign on the next page of this Application.

Contemplated Lease Contract Information

To be filled in only if the Lease Contract is not signed by resident(s) at time of application for rental.

The National Apartment Association Lease Contract to be used must be the latest version published by the association unless an earlier version is initialed by resident(s) and attached to this Application. The blanks in the Lease Contract will contain the following information:

- Names of all residents who will sign Lease Contract _____
- Name of Owner/Lessor **G&I VI Forest Hills LP**
- Property name and type of dwelling (bedrooms and baths) _____
- Complete street address **505 Alpine Drive**
City/State/Zip **Wilmington, NC 28403**
- Names of all other occupants not signing Lease Contract (persons under age 18, relatives, friends, etc.) _____
- Total number of residents and occupants _____
- Beginning date and ending date of Lease Contract _____
- Total security deposit \$ _____ ; Animal deposit \$ **0.00**
- Other fees \$ _____
- Total monthly rent for dwelling unit \$ _____
- Rent to be paid at (check one) on-site manager's office or at **505 Alpine Drive**
- Prorated rent for: first month or second month \$ _____
- Monthly rental due date _____
- Late charges due if rent is not paid on or before the **5** _____
- Late charge \$ _____
- Returned-check charge \$ **25.00**
- (Check one): furnished or unfurnished;
- Utilities paid by owner (check all that apply): electricity, gas, water, wastewater, trash, cable TV, master TV antenna;
- You are (check one): required to purchase personal liability insurance or not required to purchase personal liability insurance;
- Agreed reletting charge \$ _____
- Special provisions regarding parking, storage, etc.: (see attached page if necessary): _____

Application Agreement

1. **Lease Contract Information.** The Lease Contract contemplated by the parties is attached or, if no Lease Contract is attached, the Lease Contract will be the current Lease Contract noted above. Special information and conditions must be explicitly noted on an attached Lease Contract or in the Contemplated Lease Contract Information above.
2. **Application Fee (nonrefundable).** You have delivered to our representative an application fee in the amount indicated below, and this payment partially defrays the cost of administrative paperwork. It's nonrefundable.
3. **Application Deposit (may or may not be refundable).** In addition to any application fee, you have delivered to our representative an application deposit in the amount indicated below. The application deposit is not a security deposit. However, it will be credited toward the required security deposit when the Lease Contract has been signed by all parties; OR it will be refunded under paragraph 10 if you are not approved; OR it will be retained by us as liquidated damages if you fail to sign or attempt to withdraw under paragraph 6 or 7.
4. **Approval When Lease Contract Is Signed in Advance.** If you and all co-applicants have already signed the Lease Contract when we approve the Application, our representative will notify you (or one of you if there are co-applicants) of our approval, sign the Lease Contract, and then credit the application deposit of all applicants toward the required security deposit.
5. **Approval When Lease Contract Isn't Yet Signed.** If you and all co-applicants have not signed the Lease Contract when we approve the Application, our representative will notify you (or one of you if there are co-applicants) of the approval, sign the Lease Contract when you and all co-applicants have signed, and then credit the application deposit of all applicants toward the required security deposit.
6. **If You Fail to Sign Lease Contract After Approval.** Unless we authorize otherwise in writing, you and all co-applicants must sign the Lease Contract within 3 days after we give you our approval in person or by telephone or within 5 days after we mail you our approval. If you or any co-applicant fails to sign as required, we may keep the application deposit as liquidated damages, and terminate all further obligations under this Agreement.
7. **If You Withdraw Before Approval.** You and any co-applicant may not withdraw your application or the application deposit. If you or any co-applicant withdraws an Application or notifies us that you've changed your mind about renting the dwelling unit, we'll be entitled to retain all application deposits as liquidated damages, and the parties will then have no further obligation to each other.
8. **Completed Application.** An Application will not be considered "completed" and will not be processed until all of the following have been provided to us (unless checked): a separate Application has been fully filled out and signed by you and each co-applicant; an application fee has been paid to us; an application deposit has been paid to us. If no item is checked, all are necessary for the Application to be considered completed.
9. **Non-approval.** We will notify you whether you've been approved within 10 days after the date we receive a completed Application. Your Application will be considered "disapproved" if we fail to notify you of your approval within 10 days after we have received a completed Application. Notification may be in person or by mail or telephone unless you have requested that notification be by mail. You must not assume approval until you receive actual notice of approval. The 10-day time period may be changed only by separate written agreement.
10. **Refund after Non-approval.** If you or any co-applicant is disapproved or deemed disapproved under paragraph 9, we'll refund all application deposits within 30 days of such disapproval. Refund checks may be made payable to all co-applicants and mailed to one applicant.
11. **Extension of Deadlines.** If the deadline for signing, approving, or refunding under paragraphs 6, 9, or 10 falls on a Saturday, Sunday, or a state or federal holiday, the deadline will be extended to the end of the next day.
12. **Notice to or from Co-applicants.** Any notice we give you or your co-applicant is considered notice to all co-applicants; and any notice from you or your co-applicant is considered notice from all co-applicants.
13. **Keys or Access Devices.** We'll furnish keys and/or access devices only after: (1) all parties have signed the contemplated Lease Contract and other rental documents referred to in the Lease Contract; and (2) all applicable rents and security deposits have been paid in full.
14. **Receipt.** Application fee (nonrefundable): \$ _____
Application deposit (may or may not be refundable): \$ _____
Other move-in fees (may or may not be refundable): \$ _____
Total of above application fee and application deposit: \$ _____
Total amount of money we've received to this date: \$ _____
15. **Signature.** Our representative's signature is consent only to this Application Agreement. It does not bind us to accept applicant or to sign the proposed Lease Contract.

Acknowledgment. You declare that all your statements on the first page of this Application are true and complete. You authorize us to verify same through any means. If you fail to answer any question or give false information, we may reject the application, retain all application fees and deposits as liquidated damages for our time and expense, and terminate your right of occupancy. Giving false information is a serious criminal offense. In lawsuits relating to the application or Lease Contract, the prevailing party may recover all attorney's fees and litigation costs from the losing party. We may at any time furnish information to consumer reporting agencies and other rental housing owners regarding your performance of your legal obligations, including both favorable and unfavorable information about your compliance with the Lease Contract, the rules, and financial obligations.

If you're seriously ill or injured, what doctor may we notify? (We're not responsible for providing medical information to or calling doctors or emergency personnel.)
 Doctor's name: _____ Doctor's phone: (_____) _____

Important medical information about you in an emergency: _____

Applicant's Signature: _____ Date: _____

Signature of Spouse: _____ Date: _____

Signature of Owner's Representative: _____ Date: _____

FOR OFFICE USE ONLY

1. Apt. name or dwelling address (street, city) **G&I VI Forest Hills LP** Unit # or type: _____
2. Person accepting application: _____ Phone: (_____) _____
3. Person processing application: _____ Phone: (_____) _____
4. Date that applicant or co-applicant was notified by telephone, letter, or in person of acceptance or nonacceptance: _____
(Deadline for applicant and all co-applicants to sign lease is three days after notification of acceptance in person or by telephone, five days if by mail.)
5. Name of person(s) who were notified (at least one applicant must be notified if multiple applicants): _____
6. Name of owner's representative who notified above person(s): _____