

Kansas Qualifications for Occupancy/ Choice Management LLC

Welcome to our community. Before you apply to rent a duplex, please review our rental application approval criteria. The following information is offered so that applicants will have a detailed statement of rental qualifying policies. Although we have attempted to make this document easy to read and understand, by its nature as a statement of policy, it includes formal language and legal terms. Any questions about the information in this document may be directed to any member of our management team.

Definitions

The term “applicant(s)” in these criteria means the person(s) that will be signing the lease as a “resident”. The term “occupants) in these criteria means the person(s) that are authorized occupants under the lease. Please also note that these are our current rental criteria; nothing contained in these requirements shall constitute a guarantee or representation by us that all current residents and occupants have met these requirements. There may be occupants that resided on the premises prior to these requirements going into effect. Additionally, our ability to verify whether these requirements have been met is limited to the information we receive from the various credit, criminal and evictions reporting services used.

Non-Discrimination

We will not discriminate against any person in the rental of a villa because of race, color, religion, national origin, sex, age, familial status, sexual orientation, or mental or physical handicap.

Confidentiality

We maintain a strict policy of confidentiality and privacy for our applicants and residents. We do not discuss information on applications with anyone other than the applicant. In addition, we do not discuss individual credit reports with an applicant. If you would like to discuss or dispute anything in your credit report, you will need to contact the credit reporting agency that provided the report. Upon your request, we will provide you the name and address of that reporting agency.

Community Policies: Maximum Number of Occupants – Prohibited Pets – Parking Restrictions.

* 3 Bedroom= maximum of 6 occupants. 4 Bedroom= maximum of 6 occupants. Exceptions may be made to this policy based on the familial status of occupants. All occupants 18 years of age and older will be considered as residents under the lease agreement and will be asked to sign the lease as a responsible resident. A rental application is to be completed by occupant(s) 18 years of age and older, without omission of falsification of information.

* No more than two vehicles are permitted per duplex

* Aggressive breeds of dogs and exotic, feral or wild animals are prohibited. Dogs only up to 35 lbs.

Age/Identity

Verification Applicants must be at least 18 years of age. A government issued photo ID is required of all applicants and guarantors who wish to tour a villa or model. Applicants from foreign countries who have no social security number or citizenship must have a proper and current US Visa, I-9 documentation, and meet other criteria for consideration

Criminal History

Criminal checks will be conducted. A felony conviction, any felony or misdemeanor conviction for a crime against a person, or incarceration for any offense will not be accepted. “Conviction” includes but is not limited to a deferred judgment; a withheld adjudication; a plea of nolo contendere; a guilty plea; or a plea bargain to any lesser charge, including to a misdemeanor. “Incarceration” means being jailed pursuant to a conviction, not a mere arrest. Conviction of any sexual offense will not be accepted. Convictions for any terrorism related charges will not be accepted.

Proof of Employment

Applicants must provide their last 2 consecutive pay stubs or the most recent W-2 or previous taxes, and/or allow Choice Management LLC to contact employer to verify employment. New employment may be verified with an intent to hire letter.

Signature: _____ **Date:** _____