

## **FRYE PROPERTIES**

### **RESIDENT SELECTION CRITERIA**

**APPLICATIONS:** All Applicants must meet the criteria for acceptance set forth in this Resident Selection Criteria. All persons age eighteen (18) years of age and older must submit a Rental Application and qualify individually as a Resident. All Applicants are required to provide either a social security number or individual taxpayer identification number issued by the U.S. Internal Revenue Service in accordance with Section 55.1-1203 of the Virginia Residential Landlord and Tenant Act. Management complies with all federal, state and local laws including fair housing laws which prohibit discrimination based on race, color, religion, national origin, familial status, sex, elderliness, handicap, source of funds, sexual orientation, gender identity, veteran status, or any other protected status. If you have any questions regarding these Selection Criteria, please do not hesitate to contact the Property Manager.

The following requirements must be met to live in our community:

**SOURCE OF FUNDS:** All Applicants must have verifiable sources of funds on a gross monthly basis, less any garnishments or other deductions, in excess of three (3) times the monthly rent on the unit selected. "Source of funds" is defined as any source that lawfully provides funds to or on behalf of a renter or buyer of housing, including any assistance, benefit, or subsidy program, whether such program is administered by a governmental or nongovernmental entity. All sources of funds must be verified through Applicant's funds provider, employer, or you must provide two recent pay stubs. A signed release from Applicant may be necessary to obtain this information.

**CREDIT:** A credit check through a local credit agency is performed on all Applicants. A history of good credit must be established, and all Applicants must have a minimum credit score of at least 550. Evidence of a history of poor or delinquent credit, absence of credit, absence of gainful employment or failure to meet the source of funds requirements may be grounds for disapproval. Judgments or collections that appear on the report may be cause for rejection of Applicant. Any Applicant with a bankruptcy must show a discharge more than one year ago and have established new credit with a positive rating with at least one account. In the discretion of the Managing Agent, hospital related debt may not disqualify you if you have entered into a written payment plan and you are current with your obligation under the payment plan. Landlord shall consider an Applicant's status as a victim of family abuse to mitigate an otherwise qualified Applicant's low credit score, in accordance with the provisions of Virginia Code Section 55.1-1203(D), and Landlord shall treat any information so obtained as a confidential tenant record.

**EMPLOYMENT VERIFICATION:** Applicant must provide two years of employment history. If current employment history is less than 2 years, previous employment will be verified. Current and/or past employment will be verified, including salary, position, length of employment, and probability of continued employment (if employment history is not available, Applicant must have good credit history, rental reference, and current or new employment must be verifiable).

**RENTAL HISTORY:** Two references are obtained from previous landlords, if possible, relative to payment history, length of rental agreement, amount of rent, damages, and violation history. If Applicant is breaking an existing rental agreement, it must be determined what liability the Applicant has under the current rental agreement, which may affect the Applicant's ability to pay current rent. Any adverse information relating to these areas is grounds for rejection of an Applicant. An Applicant may be rejected for a poor prior rental history, for example if you have a history of late payments, previous non-compliances with a rental agreement or rules and regulations, have any unsatisfied judgment from a prior landlord or have been evicted from prior housing, or have a record of inadequate housekeeping.

**AGE:** All persons age 18 and older must complete a Rental Application and qualify individually as a Resident. No person over age 18 or older may reside in the apartment without being approved as a Resident and listed as a Resident on the Lease.

**INFORMATION VERIFICATION:** Applicant will be asked to provide verifiable information or documentation to support application items. These may include, but are not limited to, “Leave & Earnings Statements”, pay stubs, evidence of taxes paid in past years, personal identification, or notarized confirmation of employment. Failure to provide such documentation may be grounds to reject an Applicant.

**OCCUPANCY REQUIREMENTS:** A maximum of two (2) people may occupy each bedroom in the Dwelling Unit, provided that each bedroom shall contain at least 100 square feet of floor area. Resident must notify Landlord of any change in the household composition (such as the birth of an infant) during the term of the Lease, within fifteen (15) days of such change. If such change in household composition causes Resident to exceed the occupancy limit described above, then Resident may apply to transfer to another unit within the community that would meet the occupancy standards, if such a unit is available, no later than the applicable notice period set forth in the Lease for the end of the Lease term. The preceding sentence shall not be construed to allow any exceptions to these Rental Selection Criteria.

**CO-SIGNERS:** Co-signers are accepted for only those applications where the Applicant has insufficient source of funds. All Co-signers must be residents of the Commonwealth of Virginia.

**CATEGORIES OF DISAPPROVAL:** The following by any occupant of a household shall be grounds for disapproval of Applicant:

- A. Rental Selection Criteria: Applicant’s failure to meet any of the criteria set forth herein will be cause for disapproval.
- B. Violent or disruptive behavior. A history of violent or disruptive behavior of such a type that would endanger fellow tenants, staff, or visitors, result in damage to property, or disrupt the quiet enjoyment of property by residents. Any Applicant who is subject to any sex offender registration requirement will also be denied.
- C. Criminal Convictions: A criminal check through a criminal record check service may be performed on an Applicant with approved credit, for the purpose of determining whether such Applicant is likely to pose a threat to the health or safety of other residents and/or site employees, or a threat to the safety of the property. The following list includes certain categories of felony crimes, and the minimum number of years that must have elapsed since the conviction for that crime:

Crimes Against Persons:

- Assault related offenses 7 years
- Homicide related offenses 7 years
- Kidnapping/abduction related offenses 7 years
- Sex related offenses 7 years
- All other offenses causing a threat to the health or safety of a person 7 years

Crimes Against Property:

- Arson related offenses 7 years
- Robbery, larceny, or theft related offenses 7 years
- Burglary/Breaking and entering related offenses 7 years
- Destruction/damage/vandalism of property 5 years
- Extortion/blackmail related offenses 3 years
- Fraud related offenses 3 years
- Bad checks related offenses 1 year
- Counterfeiting/forgery related offenses 1 year

- Embezzlement/bribery related offenses 1 year

Crimes Against Society

- Illegal manufacture or distribution of a controlled substance All years
- Currently required to be registered on the Virginia Sex Offender and Crimes against Minors Registry All years
- Any terrorism related conviction 7 years
- Any crime involving the use of a firearm, weapons, or explosive 7 years
- Other Drug or Narcotics related offenses 3 years

If an Applicant has a conviction of one or more of the above-listed criminal offenses, Agent will reject the Rental Application if the Applicant failed to disclose such offense or affirmatively misrepresented that Applicant had no criminal convictions, when in fact Applicant had one or more criminal offenses. Otherwise, Agent will notify Applicant prior to rejecting the Rental Application and such Applicant shall have five (5) business days from receipt of such notice (the “Response Period”) to provide any mitigating information Applicant would like Agent to consider regarding such prior criminal history, to include, for example: the facts or circumstances surrounding the criminal conduct; the age of Applicant at the time of the conduct; evidence that Applicant has maintained a good tenant history before and/or after the conviction or conduct; and evidence of rehabilitation efforts. Agent shall review any such information provided by Applicant prior to making a final determination on acceptance or rejection of the Rental Application. If the Applicant fails to timely provide any such mitigating information prior to the conclusion of the Response Period, the Rental Application will be denied.

- D. Drug or Alcohol Use and/or Convictions: Any evidence of current use of an illegal drug will be grounds for rejection of an Applicant’s Rental Application. Any evidence of alcohol abuse that manifests conduct that poses a threat to health or safety of other Tenants will be grounds for rejection of an Applicant’s Rental Application. Any record of a prior conviction for the illegal manufacture or distribution of a controlled substance will be grounds for rejection of an Applicant’s Rental Application.
- E. Misrepresentation. Supplying false, misleading, or inaccurate information, or omitting information shall be grounds for disapproval.



Frye Properties and this rental community adhere to the Fair Housing Law (Title VIII of the Civil Rights Acts of 1968 as amended by the Housing and Community Development Act of 1974 and the Fair Housing Amendment of 1988) which stipulate that it is illegal to discriminate against any person in housing practices because of race, color, religion, sex, national origin, disability or familial status.