## Occupancy and Qualification Guidelines

Occupancy with The Boulevard at Tallahassee is strictly limited to one individual per bedroom unless otherwise modified by The Boulevard at Tallahassee to accommodate double occupancy standards for specific floor plans, including one-bedroom and studio units and/or any other units assigned as double occupancy, if applicable. An additional minor child being twelve (12) months of age or less, who occupies the same bedroom with the child's parent or legal guardian (from the lease start date through the lease end date), will be permitted in addition to the one person per bedroom occupancy guidelines as defined above. The birth certificate for the child must be submitted with the application for rental.

**Age Requirements**

Anyone of legal age in the State where the community is located may apply for residency; the minimum age is 18. If the applicant is 17, Parental/Legal Guardian consent will be required to run a criminal background check. No person 16 or under may apply as the primary occupant.

**Income/Employment Requirements**

If Applicable, Tenant's Monthly Gross Income must be at least three (3) times the total monthly installment. Tenants must have a minimum of one (1) year of continuous employment history and will be required to pay a refundable security deposit of $250 for self-qualification. If not, Tenant's Guarantor's Monthly Gross Income must be at least three (3) times the total monthly installment. Guarantor must have a minimum of one (1) year of continuous employment history.

**Residence Requirements**

Tenants must have a minimum of one (1) year of good continuous rental or mortgage history. If not, Tenant's Guarantor must have a minimum of one (1) year of good continuous rental or mortgage history.

Copies of the applicant's and guarantor's (if applicable) government-issued IDs are required, such as a state-issued ID, driver's license, or passport.

**Social Security Number Required / Conditional Options**

Any applicant without a Social Security number, an approved Guarantor, or who does not meet the income/employment requirements for self-qualification will be required to pay:

1. a deposit equivalent to two (2) times their Base Rent on the Lease, prior to move-in, which shall be treated as a refundable security deposit or
2. if eligible, a non-refundable alternative deposit substitute may be offered, which will be billed monthly
    a. If attending college, must be enrolled as a full-time student (enrolled in a minimum of 9 credit hours for undergraduate studies or 6 credit hours for graduate programs) and provide proof of enrollment.
    b. Non-students will be offered a third-party deposit alternative; additional application of which the last two paycheck stubs and most recent bank statement will be required.
        i. Non-student alternative will be billed as a one-time non-refundable fee, at enrollment and each subsequent lease signing
    c. Eligibility is established based on active credit history, as determined by our screening platform.
    d. Once enrolled, the non-refundable security deposit substitute carries on to any extension or continuation leases, unless a replacement standard deposit is provided or Guarantor is approved
    e. Non-refundable security deposit substitute will be billed for any month the lease is active, regardless of whether a rental installment is due

**Credit History**

The Boulevard at Tallahassee requires a credit check. Unsatisfied Bankruptcies, Judgments, Tax Liens, Satisfied and Unsatisfied Evictions, Foreclosures, and Repossessions will result in automatic denial. No credit history may also result in an automatic denial. Any delinquent monies/debt owed 60 days or more and any delinquent monies/debt owed to a landlord will also be grounds for denial. Medical Debt and Student Loans are not factors for denial.

** NOTE: If insufficient credit history is obtained and an additional potential resident's guarantor credit will be processed, an additional application fee will be charged.

**Criminal Background Checks**

The Boulevard at Tallahassee may perform a criminal background check. The Boulevard at Tallahassee will reject applications/applicants with felonies, deferred adjudications of felonies, crimes against persons, or a juvenile record that includes any of these serious offenses.

Any such offenses may be grounds for denial of the application or termination of the lease should such offense occur after the approval of the initial application. Please note that this requirement does not constitute a guarantee or representation that Residents or occupants currently residing in our community have not been convicted of a felony or are not subject to deferred adjudication for a felony; there may be residents or occupants that have applied to reside in our community prior to these requirements going into effect, or after such convictions have reached their statute of limitations on reporting. The background reports may include an Office of Foreign Assets Control ("OFAC") search for Specially Designated Nationals and Blocked Persons.

The OFAC list is updated periodically as new individuals and entities are identified. The United States government has classified the individuals and/or entities on the list as potentially dangerous and a threat to national security.

**Rejecting Applications**

Application and administration fees are non-refundable. The Boulevard at Tallahassee shall return the Security Deposit, if required, document the reason for denial, and send a denial letter to the applicant.

The Boulevard at Tallahassee adheres to the Fair Housing Law (Title VIII of the Civil Rights Act of 1968 as amended by the Housing and Community Development Act of 1974 and the Fair Housing Amendment of 1988), which stipulates that it is illegal for The Boulevard at Tallahassee to discriminate against any person with respect to housing because of race, creed, religion, sex, national origin, disability, or familial status. The Boulevard at Tallahassee is an Equal Housing Opportunity Company.