



BURLINGTON VENTURES, INC.

RENTAL QUALIFICATIONS GUIDELINES

Burlington Ventures, Inc. does business in accordance with the federal, state, and city of Austin fair housing laws and does not discriminate against any person because of race, color, national origin, religion, familial status, mental or physical disability, status as a student, marital status, sexual orientation, or age.

Approval for Residency

Application Fee and Deposit

Each applicant and lease guarantor must submit a \$35 NON-REFUNDABLE application processing fee to cover time spent verifying information on application and for credit verification. All application fees and application deposits must accompany the completed TAA application form and be paid in full at our office before said application can be processed.

Employment and Income (initial next to appropriate paragraph)

_____ BVI may verify by telephone, my a) job title, b) rate of pay, and c) length of employment. In addition, I agree to provide BVI a copy of my most recent payroll record from my employer within two business days after application submittal.

_____ I will provide BVI with written proof of employment that will verify my a) job title, b) rate of pay, and c) length of employment within two business days after application submittal. This verification will be signed by the person directly responsible for issuing said information within my company.

_____ I am self-employed or retired. I will provide BVI with copies of my bank statements for the past six months or copies of the first page of the last two years of my most current income tax returns. I agree to provide BVI with this information within two business days after application submittal.

Notice: *When utilizing any of the above options, your gross monthly income must be at least equal to three times the amount of the monthly rent for the property where you are leasing. Any additional income such as child support, social security, disability payments, dividends, etc., can be included as long as proof is furnished.*

_____ A TAA Lease Guarantor Agreement from a qualified guarantor may be acceptable if I am classified as a student. I agree to provide BVI with a signed agreement within seven business days after application submittal.

Rental History

You must provide our firm with the necessary information to verify (beginning with your most recent residence and in descending order of prior residences if needed), a minimum of one concurrent year of favorable rental history. Favorable rental history shall mean that you fulfilled your prior lease agreement obligations during the last one concurrent year and that each landlord representative contacted would release to you without special restrictions. The TAA Lease Guarantor Agreement from a qualified guarantor may be acceptable if you are a student or have no prior rental or home ownership history.

Credit History

Your most current credit report must reflect at least fifty percent of accounts shown, as favorable activity within the last twelve-month period. Favorable activity shall mean that you have had no delinquent payments. Your application will not be accepted if your credit report reflects any amount owed to a property management company, apartment community, or individual rental property owner within the last seven years.

General Requirements

You must be a minimum of eighteen years of age to enter into a lease agreement. No more than two occupants and one child under the age of twelve months per bedroom may reside at any residence. \$100 additional rent a month for each 2nd person per room.

Important Notification: *If we are unable to verify within three business days from the date your application is turned in any part of the information required by the above guidelines, the property will be placed back on the market and other applications accepted. Should this occur, only your application deposit will be refundable.*

The undersigned has read and fully understands the stated qualification guidelines.

Signature

Today's Date

Owner's Representative

Today's Date