

VICEROY PEABODY L.L.C.

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65 Main Street, Peabody MA 01960

Resident Selection Criteria

1. Identity Verification. Government issued photo identification will need to be presented by all applicants and co-signors.

2. Consent to Verify Credit and Previous Occupancy History. All applicants and co-signers must agree to the following by executing a rental application form:

I Consent to allow ViceRoy Peabody LLC through its agent and employees, to obtain and verify my credit information, criminal history, consumer report, employment, income, and landlord references, for any purpose, including determining whether or not to lease to me an apartment. I understand that should I lease an apartment, ViceRoy Peabody LLC shall have a continuing right to review these items, in addition to my residency application, payment history and occupancy history for account review purposes and for improving application methods. ViceRoy Peabody LLC may obtain information from any source and may exchange credit information with consumer reporting agencies.

3. Occupancy Background. Applicants may be denied based on prior negative occupancy history at any property owned or managed by us.

4. Scoring of your Consumer Credit Report. ViceRoy Peabody LLC uses a third-party applicant screening service with an empirically derived, statistically sound, credit scoring system to evaluate your consumer credit report. Credit scoring is based on real data and statistics, so it treats all applicants objectively. Your consumer credit report contains information about you and your credit experiences, such as your bill-payment history, the number and type of accounts that you have, late payments, collection actions, outstanding debt, and the age of your accounts. The statistical program compares this information to the credit performance of other applicants with similar profiles which allows it to predict how likely it is that you will pay your rent in a timely manner and fulfill your other lease obligations.

Based upon your credit score, your application will either be accepted, rejected or accepted on the conditions that an additional security deposit be paid OR you obtain a co-signer that meets the rental criteria set forth herein. If your application is rejected or is accepted with conditions, you will be given the name, address and telephone number of the consumer reporting agencies which provided your consumer information to us. An applicant rejected for unsatisfactory credit is encouraged to obtain a copy of the credit report, correct any erroneous information that may be on the report and submit a new application to this community for further consideration.

5. Income Verification. If your application is accepted or accepted with conditions, we will require verification of income by two most recent consecutive paystubs (no more than 30 days old) or a signed letter of verification on company letterhead from their employer(s) which must include: dates of employment, title, rate of pay, and the name, title and contact phone number for their employer. If we are unable to verify your income or your income is contrary to your lease application, our acceptance of your lease application will be withdrawn. All applicants are required to provide verifiable proof of gross monthly income that is no less than three times that (3x) the monthly rent amount of the apartment for which they are applying.

6. Sex Offender Database Search. If your application is accepted or accepted with conditions, we will conduct a multi-state sex offender database search. It is our policy not to lease to applicants who have been registered as a sex offender. Prior to final acceptance of any applicant, our Sex Offender Database vendor will search for sex offender information on each applicant. If a report is found, your application will be rejected and you will be given the name, address and telephone number of the consumer reporting agencies which provided the sex-offender information to us. An applicant rejected for sex offender background is encouraged to obtain a copy of the sex offender report, correct any erroneous information that may be on the report and submit a new application to this community for further consideration.

7. Criminal Background Search. If your application is accepted or accepted with conditions, we will conduct a criminal background search. It is our policy not to lease to applicants who have been arrested or convicted of certain felonies or misdemeanors. Prior to final acceptance of any applicant, our Criminal Search vendor will search for criminal background information on each applicant. If a report is found, it will be compared to our criteria and a determination regarding whether an applicant meets our criteria will be made. If your application is rejected based upon our criteria, you will be given the name, address and telephone number of the consumer reporting agencies which provided your criminal information to us. An applicant rejected for an unsatisfactory criminal report, correct any erroneous information that may be on the report and submit a new application for further consideration.

8. Age Requirement. Unless otherwise required by law, you must be at least 18 years of age to be the responsible party on a lease, or to be a co-signor or guarantor. All persons 18 years of age and older who will reside in the apartment must sign the lease and will be financially responsible as a leaseholder.

9. Occupancy limits. There is a limit on the maximum number of persons allowed to live in your apartment, as follows:

Unit type: SRO	Number of Persons Allowed: 1
Unit type: One Bedroom	Number of Persons Allowed: 2
Unit type: Two Bedroom	Number of Persons Allowed: 4

10. Pets. No pets allowed

ANY APPLICANT WHO FALSELY REPRESENTS ANY INFORMATION ON A RENTAL APPLICATION IS SUBJECT TO IMMEDIATE DENIAL OF RENTAL APPLICATION.

As an equal opportunity housing provider, ViceRoy Peabody LLC provides housing opportunities regardless of race, color, national origin, religion, sex, physical or mental disability, familial status or any other classification protected by applicable federal, state or local law.

ViceRoy Peabody LLC

65 Main St. Peabody, MA 01960

Phone: (978)278-5846 E-mail: fkleinert@viceroym.com

Application Fee \$40.00

Only Clean & Responsible People Who Pay Rent on Time May Apply with Valid Picture ID

The undersigned hereby makes an application to rent the following property: Unit# _____ at address _____

Requested move-in date of _____ at a monthly rent of \$ _____ + security deposit of \$ _____ = _____

First Name _____ MI _____ Last Name _____ Jr/Sr?

SS# _____ Date of Birth _____ Cell Phone # _____ Best #?

Driver License #?/State held in _____ Home Phone # _____ Best #?

List Vehicles owned _____ License plate/State _____ Email Address _____

List your Addresses for the Previous Five Years

Current Address _____ City, State, Zip _____

Owner/manager _____ Phone # _____ Monthly Rent _____

Move in Date _____

Previous Address _____ City, State, Zip _____

Owner/manager _____ Phone # _____ Monthly Rent _____

Move in Date _____ Move out Date _____

Previous Address _____ City, State, Zip _____

Owner/manager _____ Phone # _____ Monthly Rent _____

Move in Date _____ Move out Date _____

Employment and Income

Current Employer _____ Address _____ Unemployed? _____ Student? _____

Position _____ Phone _____ Hire Date _____ Hours worked per week _____

Gross Wages \$ _____ (_____ month _____ Week _____ Hour) _____ What other income and source? _____

2nd Job Employer _____ Phone # _____ Income \$ _____ month/wk/hr? _____

Are you Section 8? Yes No If yes, have you had your briefing? _____ If yes, I have a _____ BEDROOM voucher

Is total move-in amount available now? Y N Have you broken a lease? Y N Are you a convicted felon? Y N

How many evictions have been filed on you? _____ What kind of animals do you have? _____

Have you had two or more late rental payments in the past year? Y N Willfully or intentionally refused to pay rent when due? Y N

What may interrupt your income or ability to pay rent? _____

1 _____ Date of birth _____ 4 _____ Date of birth _____

2 _____ Date of birth _____ 5 _____ Date of birth _____

3 _____ Date of birth _____ 6 _____ Date of birth _____

Credit References

Lender _____ Purpose of loan _____ Balance _____ Monthly Pymt _____ Do you have a checking account? Y N # _____

1 _____ Do you have a savings account? Y N # _____

2 _____ Do you own real estate? _____

Have you declared bankruptcy in the past seven (7) years? Yes No

Have you had any late rental payments in the past year? Yes No Why? _____

EMERGENCY CONTACTS including help to pay rent:

Name _____ Address _____ Phone _____ Relationship _____

Name _____ Address _____ Phone _____ Relationship _____

Name _____ Address _____ Phone _____ Relationship _____

Other additional information that might help owner/management evaluate this application? Comments or explanations: _____

This agreement made this date by and between ViceRoy Peabody LLC,

hereinafter "Landlord" and the below signed, hereafter "Applicant". The Applicant shall pay to the Landlord a non refundable fee of \$40 per adult upon the execution of this agreement in the amount listed on application to cover the administrative costs, expenses, and time of the Landlord to verify information submitted by the Applicant. Applicant authorizes the Landlord, his employees, agents or representatives to make any and all inquiries necessary to verify the information provided the herein, including but not limited to direct contact with Applicant's employer, landlords credit, neighbors, police, government agencies and any and all other sources of information which the Landlord may deem necessary and appropriate within his sole discretion. The Applicant represents to the Landlord that the application has been completed in full and all the information provided herein is true, accurate, and complete to the best of the Applicant's knowledge and further, agrees that if any such information is not as represented, or if the application is incomplete, the Applicant may, at the Landlord's sole discretion, be disqualified. The Applicant provides the information contained on this form. Landlord is not liable to the Applicant, his heirs, executors, administrators, or assigns for any damages of any kind, actual or consequential by reason of the verification by the Landlord of the information provided by the Applicant and Applicant hereby releases the Landlord, his agent, employees, and representatives from any and all actions, causes of action of any kind or nature that may arise by virtue of the execution or implementation of the agreement provided herein. This property requires a First Month's rent and Security equivalent to one month's rent that must be paid in full with a 12 month lease before any rental agreement is made. Animal and storage fees are added to the monthly rent. Applicant, once approved, must obtain renter's insurance and Landlord will attempt to contact the Applicant by the phone numbers listed on this application. Applicant has 24 hours from time of approval to fulfill rental agreement by producing all monies required and signing all rental agreement papers. If Applicant fails to perform within 24 hours of Landlord's approval, Applicant may be disqualified and Landlord may rent this apartment to the next qualified applicant.

Our required standards for qualifying to rent our apartments are simple and fair. They are:

- ▶ All apartments are offered without regard to race, color, religion, national origin, sex, disability, or familial status.
- ▶ Each adult occupant must submit an application.
- ▶ Your gross monthly income must equal approximately three times or more the monthly rent.
- ▶ A favorable credit history.
- ▶ Be employed and be able to furnish acceptable proof of the required income.
- ▶ Good references, housekeeping, and property maintenance from your previous Landlords.

This Applicant authorizes the release of all information to ViceRoy Peabody LLC

Applicant: _____ **Date:** _____