



BAYBERRY POINTE APARTMENTS LEASING CRITERIA



Non-Refundable Application Fee: \$33 per applicant. Payable by check or money order only.
Security Deposit: minimum \$500 per apartment

Pets: Cats and small domesticated caged animals are allowed with management approval.
One-time nonrefundable fee of \$250 and \$20 per month fee
Maximum of 2 animals per apartment
Dogs are not allowed.

The following guidelines are the basis on which Bayberry Apartments, LLC and LMBBP, LLC qualifies an application for residency. All applicants must be 18 years of age or older. All potential applicants over 18 must complete a rental application.

- INCOME:** Applicant(s) must gross three (3) times the amount of monthly rent. Income must be legal and verifiable. All applicants' income may be combined to meet the income requirement however each applicant must individually qualify for credit and rental history evaluations.
- CREDIT:** Credit screening is an objective, fact-based method that represents the degree of risk posed by a consumer who is seeking to undertake a financial obligation such as an apartment lease. Applicant may be approved, approved with an additional deposit, or denied based on the overall credit report ratings.
- RENTAL HISTORY:** Applicant must have a minimum of twelve (12) months verifiable rental history with a positive landlord reference. All prior landlords will be contacted for references. Application will not be approved under any circumstances with unfavorable rental history. Family will not be considered for a landlord reference. If an applicant does not have a rental history, it is necessary to have a satisfactory mortgage payment history of twelve (12) months.
- CRIMINAL HISTORY:** If the applicant or any member of the applicant's household has ever been listed on a registry of sexual offenders, the application will be rejected and/or lease will be terminated.
- CO-APPLICANT:** A co-applicant may be accepted if the applicant does not meet the income requirement of three (3) times the amount of the monthly rent. (Credit and landlord evaluation criteria for each applicant must still be met). A co-applicant will not be accepted if the application has been denied due to a poor credit evaluation or negative rental reference. All co-applicants must qualify under the same guidelines including credit screening, rental history evaluation, and income evaluation. Co-applicant will be considered a lease holder and will hold the same responsibilities of the rental contract along with the primary lease holder(s).
- IDENTIFICATION:** Bayberry Apartments, LLC and LMBBP, LLC will require all applicants to provide valid photo identification to verify the applicant's identity. As part of the evaluation process, a social security number fraud check will be conducted on every applicant. Any identity fraud suspected based on name, address, date of birth, social security number will result in a denied application.
- RENTERS INSURANCE:** Bayberry Apartments, LLC and LMBBP, LLC requires that all residents obtain and maintain a renter's insurance policy while living at Bayberry Pointe Apartments.

By signing below the applicant acknowledges that the above information has been read and questions regarding the criteria have been answered by Bayberry Pointe Apartments' staff. The applicant understands that the application fee is non-refundable.

X _____
Applicant Signature Date



Rental Application Fee Disclosure Statement

Rental Application Fee: \$33.00

As part of your rental application, a rental application fee will be collected to facilitate screening and background check. This Rental Application Fee Disclosure Statement ("Disclosure Statement") outlines certain information related to your rental application fee.

You are notified of an acknowledge and agree to the following:

1. Prior to paying the rental application fee, you have received a copy of this Disclosure Statement.
2. Your application will be judged based on the Leasing Criteria on the preceding page.
3. We have disclosed the rental application fee to you, including in any advertisement and posting related to the available rental unit and the actual rental application fee charged is consistent with those disclosures.
4. The screening process for our rental units includes a review of the referenced Leasing Criteria, including as may be completed through a third party. The name and contact information for the screening agency is listed below:

RentGrow, Inc.	Yardi Systems, Inc
PO Box 847851	PO Box 209412
Boston, MA 02284-7851	Austin, TX 78720-9280
800-736-8476	

5. The rental application fee listed above consists of the following charges. Applicant acknowledges that we may incur such costs with are reasonable and necessary to complete the screening and background check process:

RentGrow, Inc. package includes a Credit Bureau Report, Criminal Background Check, Eviction Data, Employment History, and Rental History.	\$24.00
Yardi Systems, Inc package includes Identity Verification and Fraud Prevention	\$ 9.00
Landlord Reference Check (conducted by Bayberry Pointe Apartments staff)	\$ 0.00
Employment Verification Check (conducted by Bayberry Pointe Apartments staff)	\$ 0.00
Total Application Fee Charged:	\$33.00

6. In the event you are not offered the rental unit applied for, you will receive a notice explaining the reason or reasons that the rental unit was not offered to you along with a list of resources that you may use to assist with future application processes. Any correspondence related to the Disclosure Statement will be sent to the applicant by US Mail or emailed to the address provided on the submitted application.

"Within thirty (30) day of receipt of a denial, the applicant may, if a person believes the City of Grand Rapids rental application fee ordinance has been violated, complete and file a complaint form with the City of Grand Rapids Code Compliance Department, 1120 Monroe Avenue NW, Grand Rapids, Michigan 49503."

X _____
Applicant Signature Date



BAYBERRY POINTE APARTMENTS

Phone: 616-791-1948 Fax: 616-791-6120

Email: leasing@bayberrypointe.com

RENTAL APPLICATION

(Each co-applicant 18 years of age must submit separate applications)



Personal

Full Name: FIRST _____ MI _____ LAST _____ Date of Birth _____

Phone Number _____ E-mail Address _____

Social Security Number _____ Driver's License Number _____

Names of other occupants including roommates, co-applicants, and children:

Name	Relationship	Age
_____	_____	_____
_____	_____	_____
_____	_____	_____

Residential

Your Present Address _____ City _____ State/Zip Code _____ Years Resided _____

Landlord Name _____ Landlord Phone # _____ Landlord Fax # or Email _____ Monthly Payment _____

Your Previous Rental Address _____ Years Rented _____

Employment

Current Employer _____ Address _____ Phone _____ Years Employed _____

Position _____ Income _____ Supervisor's Name _____ Phone _____

Other

Please describe your vehicle below.

Make _____ Model _____ Year _____ Color _____ License Plate #/State _____

Do you have pets? Yes _____ No _____ If yes, what? _____

In case of emergency, notify (other than person residing with you)

Name _____ Phone _____ Relationship _____

Name _____ Phone _____ Relationship _____

By signing below the applicant acknowledges that the above information is correct and is aware that a credit check will be run on all applicants for qualifying purposes, as well as collection purposes after moving out. Resident also has received and read the leasing policies for Bayberry Apartments, LLC and LMBBP, LLC.

The above applicant also authorizes any employer or landlord to release information to Bayberry Apartments, LLC and LMBBP, LLC.

X _____
Applicant Signature _____ Date _____

X _____
Bayberry Pointe Apartments _____ Date _____

I understand that Bayberry Pointe Apartments:

- Only electric grills are permitted
 - Smoking is not allowed in the apartments or common areas
 - Requires residents to obtain and maintain renter's insurance policy
 - Cats are allowed with a fee and written agreement
 - Dogs are not allowed
 - Residents are responsible for their own gas, electricity, phone, cable and internet
 - No oral statements between the parties or between the applicant and landlord's employees shall be construed as a binding agreement between parties, unless reduced to writing and executed by landlord
-

Any unanswered "yes" or "no" question shall result in the denial of your application

1. Have you or any member of your household ever been convicted of, or pled guilty or "no contest" to a sexual offense and/or ever been listed on a registry of sexual offenders?
Yes_____ No_____
2. Have you or any member of your household ever been convicted of, or pled guilty or "no contest" to any felony criminal offense?
Yes_____ No_____
3. Have you or any member of your household ever been convicted of, or pled guilty or "no contest" to any drug offense?
Yes_____ No_____

Any false statement on the application will lead to the rejection of my application and or immediate termination of my lease. Further, if I subsequently am involved in conduct which would result in a "yes" response to any of the questions set forth above (even after I sign the lease and take possession of the apartment home), I understand that the landlord may terminate the Lease.

By signing this application, I authorize Landlord or agent to verify any information contained herein.

I, _____, the undersigned applicant, authorize Bayberry Apartments, LLC, LMBBP, LLC, and/or its agent, to assign and/or review one or more consumer reports relating to me (including, but not limited to, credit history, rental history, including with other properties owned by property owners affiliated with Landlord, and criminal history). I further authorize Bayberry Apartments, LLC, LMBBP, LLC, or its agents to continue to obtain or prepare consumer reports and investigate consumer reports on me both during the duration of any lease or agreement I may enter into because of this application and at a time, thereafter, including for the purposes of collection amounts I may owe under lease or other agreement. I further authorize and direct all employers, financial institutions, banks, creditors, residential managers/landlords to release all information relating me to Bayberry Apartments, LLC, LMBBP, LLC, or its agents.

I have read the foregoing and certify that the information herein is TRUE and CORRECT, that this application is submitted for the purpose of obtaining approval of this application on my behalf.

X _____
Print Name Date

X _____
Applicant Signature Date

X _____
Bayberry Pointe Apartments Date