

MANOA GARDENS ELDERLY HOUSING OWNED BY: PACIFIC HOUSING ASSISTANCE CORPORATION 2790 KAHALOA DRIVE HONOLULU, HI 96822 TELEPHONE (808)930-3015 FAX: (808)930-3015 TDD (877) 447-5991 MGE-MANAGEMENT@EAHHOUSING.ORG HI Lic. RB-16985 | CalBRE Lic. #00853495

# **RESIDENT SELECTION PLAN**

Manoa Gardens Elderly Housing is an 39 apartment senior community in Honolulu, Hawaii that provides housing for elderly households with gross incomes not to exceed 80% or 120% of Area Median Income for the Honolulu Area, without regard to race, color, sex, creed, religion, national origin, physical or mental disability status, familial status, age, ancestry, marital status, source of income, actual or perceived sexual orientation or HIV status.

Manoa Gardens Elderly Housing Elderly Housing is a senior community designed for senior living. To qualify for an apartment at Manoa Gardens Elderly Housing, applicants and all household members must be aged 62 years or older.

Manoa Gardens Elderly Housing Elderly Housing will make reasonable accommodations to individuals whose disability so requires. Reasonable Accommodation Request forms are available upon request from management. Manoa Gardens Elderly Housing is an Equal Housing Opportunity Housing Facility, admitting people in accordance with Local, State and Federal Housing laws.

#### SECTION 504 AND FAIR HOUSING ACT COMPLIANCE

Section 504 of the Rehabilitation Act of 1973 prohibits discrimination on the basis of disability in any program or activity receiving federal financial assistance from HUD. The Fair Housing Act prohibits discrimination in housing and housing related transactions based on race, color, religion, sex, national origin, disability and familial status. Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color or national origin in any program or activity receiving federal financial assistance from HUD. Manoa Gardens Elderly Housing is an Equal Opportunity Housing Facility, admitting people in accordance with Local, State and Federal Fair Housing laws. All marketing, resident selection and residential management policies and procedures shall be conducted in accordance with these laws.

Management staff operates and administers the property to enable persons with disabilities to have equal access to participate in the program. Manoa Gardens Elderly Housing will ensure effective communications with applicants, residents, and the public to ensure that policies regarding how the property is operated do not adversely affect applicants, residents and the public.

When a family member requires an accessible feature(s), policy modification, or other reasonable accommodation to accommodate a disability, Manoa Gardens Elderly Housing will provide the requested accommodation unless doing so would result in a fundamental alteration in the nature of the program or an undue financial and administrative burden.

A reasonable accommodation is a change, exception, or adjustment to a program, service, building or dwelling apartment that will allow a qualified person with a disability to:

- 1. Participate fully in a program;
- 2. Take advantage of a service; or
- 3. Live in a dwelling.

To show that a requested accommodation may be necessary, there must be an identifiable relationship, or nexus, between the requested accommodation and the individual's disability.

The requirement to provide a reasonable accommodation is present at all times throughout the tenancy of a person with disabilities, including during lease enforcement. Reasonable Accommodation Request forms are available upon request from management.

The person named below has been designated to coordinate compliance with the nondiscrimination requirements contained in the Department of Housing and Urban Development's regulations implementing Section 504 (24 CFR, part 8 dated June 2, 1988).





Catina Wilson, Compliance Director 22 Pelican Way San Rafael, CA 94901 Telephone 415-258-1800 ext. 8839 TDD 800-735-2929

# **INCOME LIMITS**

To qualify for a unit, the household's gross income may not exceed the maximum income limit per household size and may not be lower than the income minimum per household size. The income maximums and minimums are attached and are posted in the Manoa Gardens Elderly Housing Elderly Housing's Management Office.

# **APPLICATION PROCEDURES**

Applications will **only** be distributed when the Waiting List is open. Applications will **not** be distributed when the Waiting List is closed. When the Waiting List is open, applications will be available in the office during normal business hours or by requesting an application by telephone.

Each applicant must complete an application and be willing to submit to a credit history, rental history, and criminal background inquiry, as well as income and asset verifications.

All application entries are to be made in ink or typed. Corrections or changes are to be made by lining through the original entry and entering the correct data. Such changes must be dated and initialed by the person making the change.

Signed and dated applications will be processed on a first-come, firstserved basis. The application must be completed and signed by the head of household and all household members over 18 before an applicant can be placed on the waiting list. If an application is not completely answered, the date of it being fully completed will be the date that the application is considered accepted for rental purposes.

When a completed application is received, the application will then be logged by date and time received and placed on the waiting list. When a vacancy at the property exists, or is expected within the next one hundred and twenty (120) days, the verification-selection process will begin

immediately for the next applicant on the waiting list and will include qualifying income, assets, and eligible program allowances required for certification and for Manoa Gardens Elderly Housing's preferences for selection or rejection.

Notices will be mailed to the first three (3) to five (5) applicants on the list for the particular size apartment to be available advising them that if they are still interested in a unit, they should contact the manager within fourteen (14) days from the date of the letter. For those contacted who respond on time, the manager shall arrange a meeting for the interested applicant highest on the waiting list to begin the selection and verification process. If they do not respond to telephone calls and/or letters in that fourteen (14) day period, their name shall be removed from the waiting list.

#### **PREFERENCES**

It is the policy of the Property is that a preference does not guarantee admission. Every applicant must still meet the Property's Resident Selection Plan standards for acceptance as a resident.

For units accessible to or adaptable for persons with mobility, visual or hearing impairments, households containing at least one person with such impairment will have first priority. Applicants are identified as requiring an accessible apartment through completing the application and marking Part D, question #1 in the affirmative.

Persons displaced by government action or a presidentially declared disaster will be given a preference on the waitlist. Resident's application must be submitted within six (6) months of the displacement action in order to receive the preference.

Where preferences apply, applicants with a valid and verified preference will be moved to the top of the waiting list above persons without a preference.

# **APARTMENT TRANSFER POLICY**

An Apartment Transfer List is maintained for those residents who have been approved for transfer on the basis of:

- a change in household size or household composition;
- a medical reason certified by a third party professional; or



2

• a need for an accessible unit.

Additionally, Manoa Gardens Elderly Housing will pay for moving expenses for an apartment transfer conducted due to a reasonable accommodation to a household member's disability.

Transfers for accessibility or medical reasons will have priority over those for changes in household composition. Residents on the Apartment Transfer List will have priority over the applicants on the Waiting List.

Residents occupying units modified for accessibility for persons with disabilities that do not meet the definition of a disabled household will be transferred to a vacant, non-modified apartment if a household with members meeting the definition of a disabled household and requiring the features of the accessible apartment apply for housing and meet the eligibility criteria of Manoa Gardens Elderly Housing.

# **OCCUPANCY GUIDELINES**

Occupancy standards are the criterion established for matching a household with the most appropriate size and type of apartment. "Two plus one" occupancy guidelines will be followed to avoid under or over utilization of the units as follows:

Bedroom	Household Minimum	Household Maximum
Studio	1	2
1 Bedroom	2	3

To determine the proper bedroom size for which a household may qualify, the following household members are to be included:

- 1. All full-time members of the household, and;
- 2. Live-in attendants. NOTE: Live-in attendants are subject to the criminal and landlord provisions of this plan with the exception of criteria that determines ability to pay rent.

Whenever the number of persons in a one-bedroom apartment decreases to one, the resident shall be moved to an available studio apartment at the earliest opportunity. If the number of persons in a studio apartment increases to three, the residents shall be moved to an available one-bedroom apartment at the earliest opportunity. If the number of persons in a onebedroom apartment increases to four, the resident shall be given six months' notice to vacate.

Occupancy at Manoa Gardens Elderly Housing is intended for persons capable of independent living, or with assistance of an approved live-in aide (as defined by HUD) or an approved daytime caretaker. Should a resident become incapable of such independent living, said resident shall be required to vacate the apartment within 30 days.

Exceptions to this occupancy plan may be made when required as a reasonable accommodation for a disabled household member.

# VIOLENCE AGAINST WOMEN ACT OF 2013

The Violence Against Women Act ("VAWA") protects victims <u>against</u> <u>eviction or denial of housing based on domestic violence, dating</u> <u>violence, sexual assault and stalking.</u> In 2013, Congress expanded VAWA's housing protections by covering additional federal housing programs. VAWA offers the following protections:

- 1. An applicant's or program participant's status as a victim of domestic violence, dating violence, sexual assault and stalking is not a basis for denial of admission, if the applicant otherwise qualifies for admission.
- 2. This must support or assist victims of domestic violence, dating violence, sexual assault and stalking. It must protect victims, as well as members of their family, from being denied housing or from losing their HUD assisted housing.
- 3. An incident or incidents of actual or threatened domestic violence, dating violence, sexual assault and stalking will not be construed as serious or repeated violations of the lease or other "good cause" for terminating the assistance, tenancy, or occupancy rights of a victim of abuse.
- 4. Criminal activity directly related to domestic violence, dating violence, sexual assault and stalking, engaged in by a member of a resident's household or any guest or other person under the



resident's control, shall not be cause for termination of assistance, tenancy, or occupancy rights of the victim of the criminal acts.

- 5. Assistance may be terminated or a lease "bifurcated" in order to remove an offending household member from the home. Whether or not the individual is a signatory to the lease and lawful resident, if he/she engages in a criminal act of physical violence against family members or others, he/she stands to be evicted, removed, or have his/her occupancy rights terminated. This action is taken while allowing the victim, who is a resident or a lawful occupant, to remain.
- 6. The provisions protecting victims of domestic violence, dating violence, sexual assault and stalking engaged in by a member of the household, may not be construed to limit Manoa Gardens, when notified, from honoring various court orders issued to either protect the victim or address the distribution of property in case a family breaks up.
- 7. The authority to evict or terminate assistance is not limited with respect to a victim that commits unrelated criminal activity. Furthermore, if Manoa Gardens can show an actual and imminent threat to other residents or those employed at or providing service to the property if an unlawful resident's residency is not terminated, then evicting a victim is an option, the VAWA notwithstanding. Ultimately, Manoa Gardens will not subject victims to more demanding standards than other residents.

The VAWA protections shall not supersede any provision of any federal, state, or local law that provides greater protection for victims of domestic violence, dating violence, sexual assault and stalking. The laws offering greater protection are applied in instances of domestic violence, dating violence, sexual assault and stalking.

The Notice of Occupancy Rights and Certification form will be provided to applicants when assistance is being denied or at the time of move-in.

# **GROUNDS FOR DENIAL**

If any member of the household fails to meet any of the Resident Selection Criteria then the entire applicant household is denied.

- 1. Household fails to meet the age restriction for senior housing.
- 2. Total household income exceeds the applicable income limits published by HUD or does not meet the minimum income limits.
- 3. Household cannot pay the full security deposit at move-in.
- 4. Household refuses to accept the second offer of a unit.
- 5. Household fails to respond to interview letters or otherwise fails to cooperate with the certification process. Failure to sign consent forms.
- 6. ANY adult household members fail to attend eligibility interview.
- 7. Blatant disrespect or disruptive behavior toward management, the property or other residents exhibited by an applicant or family member any time prior to move-in (or a demonstrable history of such behavior).
- 8. Applicant failed to provide adequate verification of income or we are unable to adequately verify income and/or income sources.
- 9. Providing or submitting false or untrue information on your application or failure to cooperate in any way with the verification process.
- 10. Apartment assignment will NOT be the household's sole place of residency. Qualification for a apartment includes occupying the apartment on a continuous basis and as a primary residence. Residents may not be absent from the apartment for more than 60 consecutive days, or for longer than 180 continuous days for medical reasons.

# LANDLORD REFERENCE

- 11. Negative landlord references that indicate lease violation, disturbing the peace, harassment, poor housekeeping, improper conduct or other negative references against the household.
- 12. Evictions reported in the last 5 years.
- 13. History of late payment of rent that demonstrates more than 2 late payments of rent in a six-month period for the past two years. More than 1 NSF in a one-year period.
- 14. Any evidence of illegal activity including drugs, gangs, etc.
- 15. Inappropriate household size for the apartment available (see





# Occupancy Standards)

# **CREDIT**

Please see attached credit criteria.

# \*\* Applicants without a credit history will fail ScreenWorks "Income to Debt Ratio" criteria and their application will be denied for housing.

# **CRIMINAL**

Please see attached criminal background criteria.

# **GRIEVANCE/APPEAL PROCESS**

Failure to meet one or more of the foregoing screening criteria may be grounds for denial, however, each application is considered as a whole and the above factors are considered as part of a weighted formula. Should the applicants fail to meet the screening criteria, they will receive a notice in writing indicating that they have the right to appeal the decision. This notice must indicate that the applicant has 14 days to dispute the decision.

An appeal meeting with the Property Supervisor will be held within 10 business days of receipt of the applicant's request.

Within five days of the appeal meeting, the property will advise the applicant in writing of the final decision regarding eligibility. Apartments will not be held for those applicants in the appeal process.

# **ADMINISTRATION OF WAITING LIST**

The property is required to maintain a waiting list of all eligible applicants. Applicants must be placed on the waiting list and selected from the waiting list even in situations where there are vacancies and the application is processed upon receipt. This procedure is necessary to ensure the complete and accurate processing of all documentation for all applicants.

The property has one waiting list that is established and maintained in chronological order based on the date and time of receipt of the Preliminary Application. The waiting list contains the following information for each applicant:

- 1. Applicant Name
- 2. Address and/or Contact Information
- 3. Phone Number(s)
- 4. Apartment Type/Size
- 5. Household Composition
- 6. Preference/Accessibility requirements
- 7. Income level
- 8. Date/ Time of Application

Applicants must report changes in writing to any of the information immediately. If the household composition changes, management will update the waiting list information and decide whether the household need the same or a different apartment size. If a different apartment size is required and meets the occupancy standard, the household will be placed on the different apartment size Waiting List and will maintain their original application date and time.

Applicants will have the opportunity to decline the first apartment offered and retain their place on the waiting list. Should the applicant decline the offer of the next available unit, they will be removed from the waiting list.

# PURGING THE WAITING LIST

The Waiting List will be purged **annually** to ensure that applicant information is current and that any names that should no longer be on the list are removed.

Each applicant will receive a form letter from the property, which will request updated information and ask about their continued interest. This letter must be returned (completed and signed/dated) within the specified time or their application will be removed from the Waiting List.

It is the responsibility of the applicant to maintain a current address with the office in order to receive waitlist correspondence. If the applicant contact information changes, such as the address or phone number, Manoa Gardens Elderly Housing will note the new information and the date it was received and attach the information to the original application submitted by the family. Any correspondence returned undeliverable will result in the application being removed from the Waiting List. The Waiting List will be





#### accurately updated.

Manoa Gardens Elderly Housing will document the removal of any names from the waiting list with the time and date of the removal. Applicant names will be removed from the waiting list when:

- 1. The applicant no longer meets the eligibility requirements for the property or program;
- 2. The applicant fails to respond to a written notice for an eligibility interview;
- 3. The applicant is offered and rejects two units in the property;
- 4. Mail sent to the applicant's address is retuned as undeliverable; or
- 5. The apartment that is needed using family size as the basis changes, and no appropriate size apartment exists in the property.

If an applicant is removed from the waiting list, and subsequently Manoa Gardens Elderly Housing determines that an error was made in removing the applicant (e.g., the incorrect address was used in sending mail to the applicant, the applicant did not respond to information or updates because of a disability), the applicant will be reinstated at the original place on the waiting list.

#### **OPENING/CLOSING OF WAITING LIST**

Manoa Gardens Elderly Housing will monitor the vacancies and waiting list regularly to ensure that there are enough applicants to fill the vacancies. Once the wait on the waitlist has been determined to exceed a 12 month wait, the waitlist will be closed

The waiting list may be closed for one or more apartment sizes when the average wait is longer than 12 months. When the waiting list is closed, Manoa Gardens Elderly Housing will advise potential applicants that the waiting list is closed and refuse to take additional applications.

#### **AVAILABILITY OF RESIDENT SELECTION PLAN**

The Resident Selection Plan is available in the management office. Changes to the Plan will be sent via U.S. mail to all persons on the active Waiting List. When the Waiting List opens, the Resident Selection Plan will be distributed with applications and are available by request from management.

# **ANNUAL/INTERIM RECERTIFICATION REQUIREMENTS**

All residents must be re-certified annually. Residents are also required to report all interim changes to management that occur between annually scheduled re-certifications.

# **APARTMENT INSPECTION REQUIREMENT**

Before signing the lease, Manoa Gardens and the resident must jointly inspect the unit. The resident has five days to report any additional deficiencies to Manoa Gardens to be noted on the move-in inspection form.

Annual apartment inspections are performed by Manoa Gardens. Agencies providing funding have the right to inspect the apartment to ensure the property is physically well maintained and that the residents are provided with decent, safe and sanitary housing.

Residents will receive prior written notification for all apartment inspections.

When a resident moves out, a final inspection will be completed. Residents are encouraged to attend the move-out inspection. However, if the resident does not wish to participate in the final inspection, Manoa Gardens management may conduct the inspection alone.

# NO PET POLICY

Residents are *not* permitted to keep common household pets in the dwelling apartment (subject to the provisions in 24 CFR Part 243 and the pet policy promulgated under 24 CFR Section 243.20). SERVICE or ASSISTANCE animals are not considered pets and are not required to comply with the provisions of the Pet Policy. Service or Assistance animals are those animals specifically required to assist individuals with documented disabilities. Please notify Management if you require a Service or Assistance animal.





# **NON-SMOKING POLICY**

Smoking is prohibited in all indoor and outdoor common areas on the property.

It is the residents' responsibility to inform their guests of the Non-Smoking Policy.

Manoa Gardens Elderly Housing's adoption of a Non-Smoking Policy does not make the Owner the guarantor of the resident's health or that the property will be free of smoke but management shall take reasonable steps to enforce this policy.

### EQUAL HOUSING OPPORTUNITY

Manoa Gardens Elderly Housing does not discriminate on the basis of disability status in the admission or access to, or treatment or employment in, its federally-assisted programs and activities.



#### EAH HOUSING A NON-PROFIT HOUSING CORPORATION

Expanding the range of opportunities for all by developing, managing and promoting quality affordable housing and diverse communities since 1968. Manoa Gardens is an equal opportunity housing provider.



# **NEW RESIDENT RENT SCHEDULE 2020**

Apartment Type	1 Person Maximum Income	2 Person Maximum Income	3 Person Maximum Income	New Resident Rent	Minimum Income
MOD (80% AMI) Studio (390 sq. ft.)	\$70,560	\$80,640	N/A	\$1,200	\$2,400
MOD (80% AMI) 1 Bdrm (448 sq. ft.)	N/A	\$80,640	\$90,720	\$1,250	\$2,500
GAP (120% AMI) Studio (390 sq. ft.)	\$105,840	\$120,960	N/A	\$1,300	\$2,600
GAP (120% AMI) 1 Bdrm (448 sq. ft.)	N/A	\$120,960	\$136,080	\$1,350	\$2,700

Maximum household income based on published Income Limits for 2020 (subject to change)

Minimum monthly income is equivalent to 2 times the monthly rent.

NOTE: Applicants who have Section 8 are exempt from the minimum income requirement.





# ScreeningWorks

Pull

Company Name (Code): EAH, Inc. (EAI)	Screening Policy, Credit Policy:	EAI02, 578	Credit Product
Last Revision 7/17/2019 Tate:	Applies to:	HUD & Senior Criteria	Standard

#### RESIDENT SCREENING CRITERIA

# WORKFLOW 1. RUN CREDIT (INCLUDING SOCIAL SECURITY FRAUD CHECK & RISK SCORE), PREMIUM NATIONAL CRIMINAL (INCLUDING NATIONAL SEX OFFENDER), CRIMINAL SUPPLEMENTAL, PREMIUM NATIONAL CIVIL COURT, AND OFAC. 2. THE SCREENING IS COMPLETE. 3. N/A

CREDIT SCORI	NG PARAMETERS		CREDIT RESULTS			
Problem Type	Years/Balances Scored	Credit Risk	Result			
Collections, Charge-offs, Judgments, Open Bankruptcy	7 Years	Limited Established Credit	Accept			
Late Payments	7 Years	No Established Credit	Reject			
Closed Bankruptcy	60 Months	Minor	Accept			
Foreclosures	Score	Moderate	Accept			
Student Loans	Do Not Score	High	Reject			
Medical Debt	Do Not Score	Severe	Reject			
Account Balances	Do Not Score Under \$1					
Second Bureau	No					

INCOME	CRITERIA	EMPLOYMENT/ RESIDENCY CRITERIA				
Rent-to-Income Ratio	Result		Employment	Residency	Result	
Ratio less than or equal 45%	Accept		at least X months	at least X months	N/A	
Ratio between X% - X%	N/A	Length of History	less than X months	less than X months	N/A	
Ratio greater than or equal to 46%	Reject		-	No Residency History	N/A	
			A Negative History	A Negative History	Decline	

APARTMENT CC	MMUNITY FILTER	UTILITY RELATED COLLECTIONS OR JUDGMENTS		
Scoring	g Criteria	Scoring Criteria Scoring Criteria		
Sum of Balances in last 60 months exceeding \$1	Decline	Sum of Balances in last X months exceeding \$ X	N/A	
X or more (on credit report)			N/A	
Exclude from Scor		Exclude from Scoring	N/A	

NOVA INTERNATIONAL CREDIT				
Minimum Credit Score New Result				
XXX N/A				

	CRIMINAL SCORING POLICY				
Product:	PREMIUM NATIONAL CRIMINAL (INCLUDING NATIONAL SEX OFFENDER), CRIMINAL SUPPLEMENTAL				
Activation Date:	7/18/2019				
Revision Date	N/A				

	NATIONAL SEX OFFENDER REGISTRY RECORDS
National Sex Offender Record Found	Accept

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9) Citimes Against Animals       7       0       2 in 7 years         7) Citimes Against Children       7       7       0         8) Criber Citimes       7       0       2 in 7 years         9) Cyber Citimes       7       0       2 in 7 years         10) Destruction of Property       7       0       2 in 7 years         11) Disturbance of Paace       7       0       2 in 7 years         12) Domestic Crimes       7       0       2 in 7 years         13a) Drug Offenesel       0       2 in 7 years         13b) Drug Offenesel       7       0       2 in 7 years         13b) Drug Offenesel       7       0       2 in 7 years         14a) Drug Offeneses V       7       7       7         14a) Drug Offeneses VI       7       7       7         14a) Drug Offeneses VI       7       7       7         15b) Embezziment       7       0       2 in 7 years         16a) Fraud II       7       7       7         17b) Embezziment       7       7       7         16b) Fraud II       7       7       7         17b) Granbing       7       7       7         17b) Homicde II	5a) Burglary I	7		0		2 in 7 years	
7. Crimes Against Children       7       7       0       2 in 7 years         9. Crimes Against Govit       7       0       2 in 7 years         10. Destruction of Property       7       0       2 in 7 years         110. Destruction of Property       7       0       2 in 7 years         120. Domestic Crimes       7       0       2 in 7 years         130. Drug Oftenses II       0       0       2 in 7 years         130. Drug Oftenses II       7       0       2 in 7 years         130. Drug Oftenses II       7       7       1         140. Drug Oftenses II       7       7       1         140. Drug Oftenses VI       7       7       1         140. Drug Oftenses VI       7       7       1         151. Embezziement       7       0       2 in 7 years         140. Drug Oftenses VI       7       7       1         151. Embezziement       7       7       1         162. Broud II       7       7       1         170. Gambing       7       7       1         180. Homicide II       7       7       1         193. Homicide II       7       7       1	5b) Burglary II	7		7			
B C Cimes Against Govt         7         0         2 In 7 years           9) Cyber Crimes         7         0         2 in 7 years           9) Cyber Crimes         7         0         2 in 7 years           11) Distruction of Property         7         0         2 in 7 years           12) Dorestic Crimes         7         0         2 in 7 years           13a) Drug Offenses I         7         0         2 in 7 years           13a) Drug Offenses II         0         0         2 in 7 years           13b) Drug Offenses II         7         7         1           14a) Drug Offenses II         7         7         1           14b) Drug Offenses VI         7         7         1           14b) Drug Offenses VI         7         7         1           15 Embezziement         7         0         2 in 7 years           16a) Fraud II         7         7         1         1           17) Gambing         7         7         1         1           18) Harassment         7         7         1         1           19b) Homicide II         7         7         1         1           19b) Homicide II         7         7	6) Crimes Against Animals	7		0		2 in 7 years	
9 Cyber Crimes         7         0         2 in 7 years           10) Destruction of Property         7         0         2 in 7 years           10) Destruction of Property         7         0         2 in 7 years           12) Domestic Crimes         7         0         2 in 7 years           13D Drug Offenses II         0         2 in 7 years         10           14D Drug Offenses II         0         0         2 in 7 years           14D Drug Offenses II         7         7		7		7			
9 Cyber Crimes         7         0         2 in 7 years           10) Destruction of Property         7         0         2 in 7 years           10) Destruction of Property         7         0         2 in 7 years           12) Domestic Crimes         7         0         2 in 7 years           13D Drug Offenses II         0         2 in 7 years         10           14D Drug Offenses II         0         0         2 in 7 years           14D Drug Offenses II         7         7	8) Crimes Against Gov't	7		0		2 in 7 years	
10) Estruction of Property       7       0       2 in 7 years         11) Disturbance of Peace       7       0       2 in 7 years         13) Drug Offenses I       7       0       2 in 7 years         13b) Drug Offenses II       0       0       2 in 7 years         13b) Drug Offenses II       7       0       2 in 7 years         13b) Drug Offenses II       7       7       1         14b) Drug Offenses II       7       7       1         14c) Drug Offenses VI       7       7       1         14c) Drug Offenses VI       7       7       1         14c) Drug Offenses VI       7       7       1         14d) Drug Offenses VI       7       7       1         15 Embezziement       7       0       2 in 7 years         16b) Fraud II       7       7       1         17) Gambling       7       7       1         18b) Honicide II       7       7       1         19b) Honicide II       7       7       1         19b) Honicide II       7       7       1         19c) Homicide IV       7       7       1         20) Kidnapping I       7       7		7		0		2 in 7 years	
11) Disturbance of Paece       7       0       2 in 7 years         12) Domesic Crimes       7       0       2 in 7 years         13a) Drug Offenses I       0       2 in 7 years         13b) Drug Offenses II       0       0       2 in 7 years         13b) Drug Offenses II       0       0       1         14a) Drug Offenses II       7       7       1         14a) Drug Offenses VI       7       7       1         14c) Drug Offenses VI       7       0       2 in 7 years         14b) Drug Offenses VI       7       0       2 in 7 years         14c) Drug Offenses VI       7       0       2 in 7 years         14b) Drug Offenses VI       7       0       2 in 7 years         15) Embezzlement       7       0       2 in 7 years         16b) Fraud II       7       7       1         17) Gambing       7       7       1         18) Harassment       7       7       1         19) Homicide II       7       7       1         19(b) Homicide II       7       7       1         19(chapping I       7       7       1         20) Kohapping I       7       0		7		0			
12) Domestic Crimes       7       0       2 in 7 years         13a) Drug Offenses I       0       2 in 7 years         13b) Drug Offenses II       7       0       2 in 7 years         14a) Drug Offenses II       7       7       1         14b) Drug Offenses II       7       7       1         14c) Drug Offenses V       7       7       1         14b) Drug Offenses VI       7       0       2 in 7 years         14b) Drug Offenses VI       7       7       1         14c) Drug Offenses VI       7       0       2 in 7 years         14b) Drug Offenses VII       7       0       2 in 7 years         16b) Fraud I       7       7       1         17) Gambing       7       0       2 in 7 years         18b) Homicide II       7       7       1         19b) Homicide II       7       7       1         19b) Homicide II       7       7       1         19b) Kidnapping I       7       7       1         20) Kidnapping I       7       7       1         21) Organized Crime       7       7       1         21) Organized Crime       7       7       1		7		0			
13a) Drug Offenses I       7       0       2 in 7 years         13b) Drug Offenses II       0       0       0         14a) Drug Offenses II       7       7       1         14b) Drug Offenses IV       7       7       1         14c) Drug Offenses V       7       7       1         14d) Drug Offenses V       7       7       1         14d) Drug Offenses VI       7       0       2 in 7 years         14d) Drug Offenses VI       7       0       2 in 7 years         14e) Drug Offenses VI       7       0       2 in 7 years         14b) Drug Offenses VI       7       0       2 in 7 years         15b) Ernad I       7       7       0       1         15b) Fraud I       7       7       0       1         16b) Fraud I       7       7       0       1         17) Gambling       7       7       1       1         170       7       7       1	12) Domestic Crimes	7		0			
13b) Drug Offenses II       0       0       141         14a) Drug Offenses III       7       7       1         14b) Drug Offenses V       7       7       1         14c) Drug Offenses VI       7       0       2 in 7 years         14d) Drug Offenses VI       7       0       2 in 7 years         14d) Drug Offenses VI       7       0       2 in 7 years         14d) Drug Offenses VI       7       0       2 in 7 years         15) Embezzlement       7       0       2 in 7 years         16a) Fraud II       7       7       0         17) Gambing       7       0       1         18) Harassment       7       7       1         19b) Homicide II       7       7       1         19c) Homicide III       7       7       1         21) Organized Crime       7       7       2         22) OU, OV, DVI       7       0       2 in 7 years </td <td></td> <td>7</td> <td></td> <td></td> <td></td> <td></td> <td></td>		7					
14a) Drug Offenses III       7       7       7         14b) Drug Offenses IV       7       7       140         14c) Drug Offenses VI       7       0       2 in 7 years         14d) Drug Offenses VI       7       0       2 in 7 years         14d) Drug Offenses VI       7       0       2 in 7 years         14e) Drug Offenses VI       7       7       160         15) Embezziement       7       7       160         15) Embezziement       7       7       160         16b) Fraud II       7       7       160         17) Gambling       7       7       160         18) Harassment       7       7       160         19b) Homicide II       7       7       160         19b) Homicide III       7       7       160         19c) Homicide III       7       7       160         19c) Homicide III       7       7       160         20b) Kidnapping I       7       7       17         20b) Kidnapping I       7       7       17         21) Organized Crime       7       7       17         22) Out, Ovt, DWI       7       0       2 in 7 years </td <td></td> <td>0</td> <td></td> <td></td> <td></td> <td>,</td> <td></td>		0				,	
14b) Drug Offenses IV       7       7       7       7       7       7       14c) Drug Offenses V       7       7       7       14d) Drug Offenses VI       7       7       14d) Drug Offenses VI       7       0       2 in 7 years       14d) Drug Offenses VI       7       18) Harassment       7       7       17       18) Homicide II       7       7       17       18       18       17       17       17       17       10       10       10       10       10       10       10       10       10       10       11       11       11							
14c) Drug Offenses V       7       7       0       2 in 7 years         14d) Drug Offenses VI       7       0       2 in 7 years         14d) Drug Offenses VI       7       0       2 in 7 years         15b) Enbezzlement       7       0       2 in 7 years         16b) Fraud I       7       7		7					
14d) Drug Offenses VI       7       0       2 in 7 years         14e) Drug Offenses VII       7       7       0         16a) Fraud I       7       0       2 in 7 years         16a) Fraud I       7       7       0       2 in 7 years         16b) Fraud II       7       7       0       16b) Fraud II       7         17) Gambling       7       0       16b) Fraud II       7       16b) Fraud II       7         17) Gambling       7       0       16b) Fraud II       7       17       17       17       17       17       17       17       18b) Hornicide II       7       7       17       17       17       17       17       17       17       16b) Fraud II       7       7       17       19       17       17       17       17       120       10 years       17       17       17       17       10       17       17       10       17       17       10       11       17       17       10       11<		7					
14e) Drug Offenses VII       7       7       0       2 in 7 years         163) Fraud I       7       7       0       2 in 7 years         16a) Fraud I       7       7       0       10       10         17) Gambling       7       0       0       10						2 in 7 years	
15) Embezzlement       7       0       2 in 7 years         16a) Fraud I       7       7       Image: Constraint of the second se							
Lag Fraud I       7       7       Image: Constraint of the second seco						2 in 7 years	
16b) Fraud II       7       7       Image: Comparison of the system of	/						
19b) Homidade II       7       7       7         19c) Homidade III       7       7       1         19c) Homidade III       7       7       1         20a) Kidnapping I       7       7       1         20b) Kidnapping II       7       7       1         20b) Kidnapping II       7       7       1         21) Organized Crime       7       7       1         21) Organized Crime       7       0       2 in 7 years         23) Petit Theft       7       0       2 in 7 years         23) Petit Theft       7       0       2 in 7 years         24) Purposely Obstructs the Law       7       0       2 in 7 years         25) Robbery       7       7       7         26) Sex Crimes - Other       7       0       2 in 7 years         7a) Sex Crimes Against a Preson       7       7       1         28) Theft/Larceny       7       0       2 in 7 years         29) Traffic Violations       7       0       2 in 7 years         31b) Weapons Related I       7       7       -         32) Increaration (Due to Crimes Against a Preson       7       0       2 in 7 years         31b)							
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19b) Homidade II       7       7       7         19c) Homidade III       7       7       1         19c) Homidade III       7       7       1         20a) Kidnapping I       7       7       1         20b) Kidnapping II       7       7       1         20b) Kidnapping II       7       7       1         21) Organized Crime       7       7       1         21) Organized Crime       7       0       2 in 7 years         23) Petit Theft       7       0       2 in 7 years         23) Petit Theft       7       0       2 in 7 years         24) Purposely Obstructs the Law       7       0       2 in 7 years         25) Robbery       7       7       7         26) Sex Crimes - Other       7       0       2 in 7 years         7a) Sex Crimes Against a Preson       7       7       1         28) Theft/Larceny       7       0       2 in 7 years         29) Traffic Violations       7       0       2 in 7 years         31b) Weapons Related I       7       7       -         32) Increaration (Due to Crimes Against a Preson       7       0       2 in 7 years         31b)							
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Jock Homicide III         T         T         T           19c) Homicide IV         T         T         T           19d) Homicide IV         T         T         T           20a) Kidnapping I         T         T         T           20b) Kidnapping II         T         T         T           20) OU, OVI, DWI         T         O         2 in 7 years           23) Petit Theft         T         O         2 in 7 years           24) Purposely Obstructs the Law         T         O         2 in 7 years           25) Robbery         T         T         O         2 in 7 years           26) Sex Crimes Against a Person         T         T         T         T           27b) Sex Crimes Against a Person         T         T         T         T           28) Theft/Larceny         T         O         2 in 7 years         2           29) Traffic Violations         T         -         -         -           30) Trespassing         T         O <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td>							
190) Homicide IV         7         7         7           20a) Kidnapping I         7         7         7           20b) Kidnapping II         7         7         7           20b) Kidnapping II         7         7         7           20b) Kidnapping II         7         7         7           21) Organized Crime         7         7         7           22) OUI, OWI         7         0         2 in 7 years           23) Petit Theft         7         0         2 in 7 years           24) Purposely Obstructs the Law         7         0         2 in 7 years           25) Robbery         7         7         7           26) Sex Crimes Against a Person         7         7         7           27b) Sex Crimes Against a Child         7         7         7           28) Theft/Larceny         7         0         2 in 7 years           29) Traffic Violations         7         -         -           31a) Weapons Related I         7         7         1           31b) Weapons Related II         7         7         1           32) Incarceration (Due to Conviction) Release Date         7         0         -							
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31a) Weapons Related I     7     7       31b) Weapons Related II     7     7       31b) Weapons Related II     7     7       32) Incarceration (Due to Conviction) Release Date     7     0	29) Traffic Violations	7		-		-	]
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		7		0		2 in 7 years	]

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	HOUSING CRITERIA							
	RENTAL HISTORY							
	Problem Type	Quantity	Timeframe (Months)	Minimum Value	Result			
	Late Payments	3	24	-	Decline			
Rental History	NSFs	2	24	-	Decline			
	Outstanding Balances	2	60	-	Decline			
	Write-Offs	-	60	\$100.00	Decline			
	Collections	-	60	\$100.00	Decline			

	CIVIL COURT RECORDS							
	Problem Type	Quantity	Timeframe	Minimum Value	Result			
Civil Court Records	Filings / Unlawful Detainers	3	5 Years	-	Decline			
	Monetary Judgment	1	5 Years	\$100	Decline			
	Possession / Forcible Detainers	1	5 Years	-	Decline			
Dispute Exception	N/A							

**REEVALUATION INSTRUCTIONS** 

N/A N/A

GROUP SCORING INSTRUCTIONS

Group Scoring Instructions: Use the AVERAGE score of the group.

SPECIAL INSTRUCTIONS	
N/A	N/A

CORPORATE APPLICATION SCORING CRITERIA		
INTELLISCORE	RESULT	
N/A	N/A	
N/A	N/A	
N/A	N/A	
Notes	N/A	

DISCLAIMER

RENTGROW REPORTS INFORMATION ABOUT APPLICANTS IN ACCORDANCE WITH APPLICABLE STATE AND FEDERAL LAW. HOWEVER, OTHER FEDERAL, STATE OR LOCAL LAWS AND REGULATIONS MAY APPLY TO YOUR USE OF THIS INFORMATION. IN SETTING UP YOUR SCREENING POLICY AND WHEN MAKING RENTAL DECISIONS, INCLUDING DECISIONS BASED IN WHOLE OR IN PART ON INFORMATION PROVIDED BY RENTGROW, IT IS YOUR SOLE RESPONSIBILITY TO UNDERSTAND AND ABIDE BY ALL SUCH LAWS AND REGULATIONS.