

DELPHI PROPERTIES, LLC.

Thank you for your interest in renting from Delphi Properties, LLC.

The following guidelines explain our Residency requirements and application procedures.
Please review this document carefully as it will become an Addendum to your Lease Agreement.

INCOME REQUIREMENTS

All Lessees, including Guarantors and co-signors, must be income qualified on their own merit. Persons who wish to reside in an apartment together must complete separate rental applications.

Verifiable income includes employment, monthly stipends, trusts, annuities, and interest and dividends. Bank accounts and the principal on all financial instruments (within three months of maturity) will be considered as supplementary income only and at 50% of their stated value. Commissions, bonuses, lump-sum student loans, real estate, stocks, etc. are not considered income. All bank accounts and sources of income must be based in the United States and have been established for a minimum of one-year.

GUARANTORS

Delphi Properties will accept guarantors for students who do not meet our income requirements.

Guarantors must be a parent or legal guardian and meet the following requirements:

- You must be living and working in the United States unless otherwise agreed by Delphi Properties LLC.
- Your total bills (including mortgage or rent) when combined with the rent of the apartment for which you wish to guarantee may not exceed 40% of your gross income.
- Must provide three most recent paystubs or, if self-employed, you must supply the first page of your tax return Form 1040 from the two most recent years.
- Your credit must be in good standing.

APPLICATIONS & DEPOSITS

All pertinent information must be submitted at the time of applying. To secure an apartment, applicants must provide the following:

- A completed Delphi Properties rental application.
- A completed Delphi Properties Guarantor application.
- A deposit in the amount of one month's rent by cashier's check.
- Deposits are non-refundable unless application is not approved. We do not accept cash or credit cards.

APPROVAL PROCESS

By signing the application the applicant is authorizing Delphi Properties to run a credit and/or bank check, employment verification and landlord reference. All inquiries regarding employment verification and previous and/or present landlord references will be faxed / emailed directly to the applicant's supervisor, personnel department or landlord.

Self-Employed Applicants must provide a copy of their two (2) most recent tax returns (Form 1040) as well as the first page of all schedules that appear on your return.

Landlord References must be provided for the past three (3) years including dormitories. Homeowners must provide proof such as deed or mortgage verification.

Applications must be approved within five (5) business days. If Delphi Properties is unable to approve an application for any reason within this time, we reserve the right to terminate the application. If Delphi Properties continues to process this application with the approval of the applicant, the deposit will no longer be refundable under any circumstances.

I have read and understood the above and represent that all information to be provided in any subsequent application be true and in coherence with these policies.

Applicant's Signature

Date

Delphi Properties Representative

Date

DELPHI PROPERTIES, LLC RENTAL APPLICATION

Subject to Owners Approval

DATE _____

NAME OF APPLICANT		PHONE : HOME & MOBILE		INITIAL IF OVER 18 YEARS OF AGE	
EMAIL ADDRESS			SOCIAL SECURITY#		
PRESENT ADDRESS		DATE OF CURRENT OCCUPANCY:		FROM (mm/dd/yyyy) TO (mm/dd/yyyy)	
CITY	STATE	ZIP CODE	AUTOMOBILE: MAKE/YEAR/REF/STATE & NO.		
PRESENT LANDLORD		COMPLETE ADDRESS		CONTACT NUMBER	
FORMER LANDLORD		DATE OF OCCUPANCY	COMPLETE ADDRESS	CONTACT NUMBER	
OCCUPATION/SOURCE OF INCOME		TYPE OF BUSINESS	SALARY	LENGTH OF EMPLOYMENT	
FORMER EMPLOYER		LENGTH OF EMPLOYMENT	COMPLETE ADDRESS	CONTACT NUMBER	
PERSONAL REFERENCE (NAME)		COMPLETE ADDRESS		CONTACT NUMBER	
IN CASE OF EMERGENCY CONTACT (NAME)		COMPLETE ADDRESS		CONTACT NUMBER	
CREDIT REFERENCE (NAME)		COMPLETE ADDRESS		CONTACT NUMBER	
BANK-CHECKING ACCOUNT		COMPLETE ADDRESS		CONTACT NUMBER	
BANK-SAVINGS ACCOUNT		COMPLETE ADDRESS		CONTACT NUMBER	

NAME OF ALL CO-TENANTS (EACH ADULT MUST FILE A SEPARATE APPLICATION)

APARTMENT NO./TYPE | TOTAL NO. OF OCCUPANTS | NO. OF ADULTS | NO. OF PETS

ADDRESS | NAMES & AGES OF MINOR CHILDREN

CITY | OCCUPANCY DATE | RENT BEGINS(mm/dd/yyyy)

TERM OF LEASE (MONTHS) | FROM (DATE) | TO (DATE)

ARE YOU A CONVICTED FELON? (Y/N) ____ If yes, please submit detail of conviction (s).

Base rent and other monthly charges are due and payable on the first day of each month in advance.

BASE RENT PER MONTH	\$ _____
(Subject to escalation as set forth in lease)	
OTHER MONTHLY CHARGES	\$ _____
(e.g. parking, pet fee, etc.)	
KEY/LOCK	_____
LAST MONTH'S RENT	_____
SECURITY DEPOSIT	_____
DEPOSIT ON ACCOUNT	_____
BALANCE DUE UPON ACCEPTANCE	_____

Pursuant to Massachusetts law, the Management shall not make any inquiry concerning race, religious creed, color, national origin, sex, sexual orientation, age(except if a minor), ancestry or marital status of the Applicant or concerning the fact that the Applicant is a veteran or a member of the armed forces or is handicapped. The Applicant authorizes the Management and/or Renting Agency to obtain or cause to be prepared a consumer credit report retailing to the Applicant.

Neither the Owner nor the Management is responsible for the loss of personal belongings caused by the fire, theft, smoke, water or otherwise, unless caused by their negligence.

The undersigned warrants and represents that all statements herein are true and agrees to execute upon presentation a Rental Housing Association lease or tenancy at Will agreement in the usual form, a copy of which the Applicant has received or has had occasion to examine, which lease or agreement may be terminated by the Lessor if any statement herein made is not true. This deposit is to be applied to rent if the owner accepts you as a tenant and you execute the lease, if the owner does not accept you as a tenant your deposit will be immediately refunded. If the owner accepts you as a tenant, but you refuse to sign the lease, you agree to forfeit your deposit and the owner agrees he will not sue you. This application and deposit are taken subject to previous applications.

THIS APPLICATION MUST BE ACTED UPON BY THE OWNER ON OR BEFORE _____

The Renting Agent is an independent contractor and has no authority to make any representation concerning the premises; the Renting Agent is only authorized to show the apartment for rent and to assist in the screening of Rental Applicants.

Renting Agent _____ Applicant Signature _____