

## **Exhibit A**

### **Screening Criteria**

**The following criteria will be used to screen applicants for the rental unit at the following address:**

23 College Ave SE, Grand Rapids, MI 49503

This unit is a non-smoking unit. Marijuana may not be smoked in or grown at this unit. All lessees/tenants at this property must abide by the lease and any rules as published, provided or posted. All applicants that are required to sign the lease must pass the following screening criteria.

#### General

- Information provided on the application must be complete and accurate.
- Information provided on the application must be truthful and not falsified.
- Supporting documentation provided, e.g. check stubs, tax return forms, copies of social security cards, etc., must not be fraudulent.
- The social security number provided by the applicant must match the social security number on file with credit bureaus.
- The applicant's birth date must match the birth date on file with the credit bureau and criminal background screening services.
- The applicant must be 18 years of age or emancipated by a court of law.

#### Income

- The applicant must have a monthly take home pay plus other legal and verifiable income equal to or greater than three (3) times the monthly rent.
- The applicant's income must be lawful and verifiable.
- The applicant must have held consistent and verifiable lawful employment over the past six (6) months or receive a verifiable fixed lawful income, such as SSI or pension.

#### Credit

- The applicant must not have unpaid debit collections, excluding medical or educational collections, greater than \$500 within the past 12 months.
- The applicant must not have a bankruptcy, excluding dismissed or discharged bankruptcies, within the past 60 months.
- The applicant must not have any past due payments exceeding 30 days for personal credit, including but not limited to car loans, credit cards, personal lines of credit, trade accounts, etc.
- The applicant must not have more than \$2,500 in garnishments within the past 60 months.
- The applicant must not have any repossessions or money judgments within the past 60 months.

#### Utilities

- The applicant must not have any unpaid or past due utility bills, excluding telecommunication, in the past 12 months.
- The applicant must not owe a previous landlord/lessor for past due utilities.
- The applicant must be able to get all utilities in their name.

#### Criminal

- Applicants will be denied tenancy if they have been convicted of any of the following crimes:
  - Terrorism
  - Murder
  - Kidnapping
  - Check Forgery or Related Crime
  - Child Pornography
  - Arson
- Applicants will be denied tenancy if they have been convicted of any of the following crimes within the past 10 years:
  - Endangering Children
  - Narcotics Activity
  - Gang or Related Activity
  - Probation or PPO Violation
- Applicants will be denied tenancy if they have been convicted of any of the following crimes within the past 5 years:
  - Prostitution or Prostitute Solicitation
  - Fraud, including ID Theft
  - Receiving or Possessing Stolen Property
  - Disorderly Conduct
  - Drunk Driving
- Applicants will be denied tenancy if they have been convicted of any of the following crimes within the past year:

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- Environmental Crimes
- Marijuana Offenses
- Corruption of Minors
- Mischief, including Property Damage

Rental History & Evictions

- Applicant must not have been evicted within the past 4 years.
- The applicant's current/previous landlord(s) will return or has returned the applicant's security deposit in full.
- The applicant's current/previous landlord(s) would enter into another lease with the applicant.

**This criterion is effective as of: November 1, 2018**