BEFORE YOU APPLY ACKNOWLEDGEMENT & APPLICATION AGREEMENT

HomeLab Property Management (the "Landlord") has provided the information listed below to assist our potential Residents in making the decision for their new home. Nothing listed in the information below shall constitute a representation that all current Residents and occupants have met or currently meet these guidelines. All persons over the age of 18 are required to complete an application and meet the requirements listed below which are subject to applicable laws. HomeLab Property Management qualification criteria are as follows:

Application Fees

All applicants will be charged a $85.00 application fee per adult (18 or older) and is NON-REFUNDABLE. HomeLab Property Management will not process an application without receipt of the non-refundable application fee. HomeLab Property Management does not guarantee the availability of the desired property, and the application fee will not be returned if the property is no longer available

Multiple Applications May Be Reviewed in Choosing an Applicant

In a multiple-application scenario, all submitted applications may be screened, and the best-qualified applicant may be selected. Screening begins once a completed application is received with all supporting documents and all additional screening parameters submitted (i.e. Pet Screening). However, if the **first application received** meets all qualifications and is approved as an **A-rated applicant**, that applicant **will be** selected, regardless of additional applications. This ensures a fair and efficient process while prioritizing highly qualified candidates.

Each adult over 18 is required complete a separate application form. It would be in your best interest to confirm that your rental requirements are not outside of our Resident criteria with multiple adult roommates, eviction history, foreclosures, bankruptcies, job loss, minimal income, low credit scores (below 500), unusual pets, large pets, multiple pets, multiple families, or anything that would cause your application to be rejected.

Applications reviewed during normal business hours Monday thru Friday 8am to 5pm. Please allow 48-72hrs for initial application review. Screening times can vary depending on additional documentation needed and verifications requested with 3rd parties such as employment and rental verifications.

Wanting to offer less than list price for the home will cause your application to be delayed or rejected

Resident Signature:_____ Date:_____

Resident Signature:_____ Date:_____

HomeLab Property Management does not prescreen Applications. Applicants are required to pre-screen themselves with the following criteria and will need to meet the requirements below. We encourage you to apply if you meet the below criteria and always ask questions.

This application, background information, credit scores, rental history, criminal history, and employment verification may be viewed by the Landlord/Property Owner.

Occupancy

The federal occupancy standard is 2 persons (age 12 months and older) per bedroom per property.

Rental Criteria

Applicants will be required to provide a Social Security Number (SSN) at the time of application. Any applicants unable to provide a SSN will be considered as long as:

- Co-applicant has provided a valid SSN and meets all qualifying requirements independently.

Please have at least one of the following forms of acceptable income documentation before you apply to expedite the application process:

- Paystubs – Minimum of 2 consecutive paystubs equal to the most current month's pay period
- W-2 from Employer (only accepted until July 31st)
- Identification – All applicants 18 years of age or older must provide a valid government-issued photo ID card
- Three consecutive months of full bank statements (detailed version, including transactions). Applicant's name must be included on bank statement and include name of source of income as direct deposit
- Child support documents (court order documents or a child support ledger ONLY)
- Benefit Letter (social security, disability, unemployment, or military)
- Retirement savings account – Statement must show withdrawal allocations and include applicant's name.
- Offer Letter for new employment or promotion (we will not accept a letter from employer unless "Offer Letter" is stated)
- Tax Returns – We require 2 years prior tax returns for all 1099/Self Employed/Business Owners.

Resident Signature:_____ Date:_____

Resident Signature:_____ Date:_____

Lease Criteria in Applying for a Home

Before you apply for a home, read the following information concerning the approval process. If you have any questions, contact the Property Manager during normal business hours Monday to Friday 9 AM to 5 PM Central Standard Time.

Application Approval

All approved applicants will receive further instructions via email.

Lease Agreement with Security Deposit, Cleaning Deposit, Pet Deposits or any other Required Deposits (Refundable and None Refundable): At application approval and lease signing/execution, the advertised deposit amounts will be required within 48 hours in certified or electronic funds. *Deposits subject to change.

If the application(s) are approved, HomeLab Property Management will only hold the Property up to 48hrs from the date of application approval and requires written acceptance of all lease terms and acknowledgments or your application will be withdrawn and the next applicant in line will be selected. There will be no refund of Application Fees.

Start of Lease & Other Requirements

Vacant Homes - Homeowner/Landlord has a policy that all leases on vacant homes must begin within 10 days of lease terms and acknowledgement acceptance. Homeowner/Landlord is unable to hold the home rent free without a lease agreement longer than that time.

Pre-Lease a Home with "Coming Soon". We give you the option to lease our homes before they officially hit the market. If you see a home labeled as "Coming Soon", that means the home will have a projected move-in date and move-in must be within 5 days of the projected move-in date.

Occupied Homes - Homeowner/Landlord will typically advertise a first available date with all of the homes we manage. In some cases, those dates will need to change due to circumstances beyond our control. Homeowner/Landlord ask the approved incoming Resident to be flexible in some cases. Homeowner/Landlord understand the burden this can create and strive to advertise a solid date so incoming Residents can plan accordingly.

Leases starting within 5 days of the end of the month - Homeowner/Landlord will require the next full month's rental amount with the pro-rated amount.

Withdraw Before Approval - You and any co-applicant may not withdraw your application or the application deposits. If you or any co-applicant withdraws an application or notifies us that you've changed your mind about renting the dwelling unit, we'll be entitled to retain all application deposits as liquidated damages, and the parties will then have no further obligation to each other.

Resident Signature:_____ Date:_____

Resident Signature:_____ Date:_____

Failure to Sign Lease Contract After Approval - Unless we authorize otherwise in writing, you and all co-applicants must sign the Lease Contract within 48 hrs after we give you our approval in person, by telephone or by email, or within 5 days after we mail you, our approval. If you or any co-applicant fails to sign as required, we will retain any and all application fees and/or deposits as liquidated damages and terminate all further obligations under this Agreement.

Completed Application - An Application will not be considered "completed" and will not be processed until ALL of the following have been provided to us: a separate Application has been fully filled out and signed by you and each co-applicant (missing information in an application is considered incomplete); an application fee has been paid to us; an application deposit has been paid to us (if applicable). All required documents have been submitted and uploaded.

For document submission we will NOT accept pictures or screen shots. ALL documents must be in PDF format, uploaded to the application portal and each document must be legible with all 4 corners and page numbers visible. Documents with multiple pages must include all pages. All information must be visible. We will not accept documents with information crossed out, covered, blacked out, or hidden in any way.

Non-Approval - We will notify you whether you've been approved within 10 days after the date we receive a completed Application. Your application will be considered "Declined" if we fail to notify you of your approval within 10 days after we have received a completed Application. Notification may be by email or telephone unless you have requested that notification be by mail. You must not assume approval until you receive actual notice of approval. The 10-day time period may be changed only by separate written agreement.

Extension of Deadlines - If the deadline for signing, approving, or re- funding under paragraphs 6, 9, or 10 falls on a Saturday, Sunday, or a state or federal holiday, the deadline will be extended to the end of the next day.

Notice to or from Co-applicants - Any notice we give you or your co-applicant is considered notice to all co-applicants; and any notice from you or your co-applicant is considered notice from all co-applicants.

Security Deposit Alternative Program(s)

Available and Requires Approved Screening for Acceptance. Please advise if you are interested in taking advantage of this program after application submission. This allows you to pay a small monthly fee equal to 11-15% of monthly rent ILO paying a full security deposit. This fee is a non-refundable fee paid to a 3rd party upfront. (Resident is still responsible for paying for any damages or charges acquired at lease end) This fee is charged every 12 months therefore leases over 12 months can expect to pay the 3rd party fee for each subsequent lease term over 12 months.

Resident Signature:_____ Date:_____

Resident Signature:_____ Date:_____

Resident Benefits Package

Required ($50/mo ADDED ON TOP OF ADVERTISED RENTAL PRICE) Information can be reviewed on our website at https://www.homelabpm.com/residents under the Resource Section.

Other Required Fees

HomeLab Property Management requires monthly pet fees in addition to the base rent advertised.

Renters Insurance

As a condition of our lease, we require residents to carry liability insurance ($100,000) for damage to the landlord's property during the term of their lease. To satisfy this lease requirement you must sign up for Renters Insurance and provide proof of coverage. Having renters Insurance not only meets your lease requirement, it also protects your personal belongings from theft or damage when you include personal property coverage. If you do not currently have renter's insurance, consider looking into a policy with your auto insurance provider for multi-line discounts. COST: Depends on your provider. There will be an Addendum attached that becomes a part of the Residential Lease Agreement. For the duration of the Lease Agreement, Lessee is required to maintain and provide the following minimum required insurance coverage: $100,000 Limit of Liability for Lessee's legal liability for damage to the landlord's property for no less than the following causes of loss: fire, smoke, explosion, water damage, backup or overflow of sewer, drain or sump. Resident's appliance failure – Resident must have a Water Damage Endorsement. Resident is fully liable for damage caused by appliance failure. Lessee is required to furnish Lessor with evidence of Required Insurance prior to occupancy of leased premises and at the time of each lease renewal period. If at any time Lessee does not have Required Insurance, Lessee is in breach of the Lease Agreement and Lessor shall have, in addition to any other rights under the Lease Agreement, the right but not the

obligation to purchase Required Insurance coverage and seek reimbursement from the Lessee for all costs and expenses associated with such purchase.

Six (6) Month Lease Agreement Option = Rent + 15%

Should an applicant request a 6-month initial lease agreement, Landlord charges an additional 15% on top of the advertised rental rate IF APPROVED.

Ex: Advertised Rent = $1,500 Per Month. Add in 15% for 6 Month Lease Option = $225 Per Month. Total Monthly Rent for 6 Month Lease Option = $1,725

Errors & Omissions

Every effort has been made to provide applicants with reliable and accurate information regarding the home you are applying for – however, changes can and do take place to cause

Resident Signature:_____ Date:_____

Resident Signature:_____ Date:_____

inaccurate information to be accidentally presented. HomeLab Property Management encourages all Residents to verify schools, allowable pets, expected features, or any HOA concerns prior to signing a lease agreement. Any information posted in the MLS advertisement does NOT constitute a written agreement or guarantee of the facts stated.

Release Form

RELEASE FORM: A Landlord/Property Management Company Information Release Form is required to be signed and submitted by each applicant in order to verify any and all rental history.

Identification

Each applicant is required to provide a copy of a legible and valid Government issued photo identification card for each person 18 years of age or older. A photo of your identification card can also be sent to: Team@HomeLabPM.com

Notice to all Applicants

Per Section 12 (D). Prohibitions of your lease, Trampolines & above ground pools are prohibited.

NO SMOKING is permitted inside the home or garage.

Disabled Accessibility

Any concerns should be submitted in writing to the property manager. We must obtain Owner approval to allow modification of the premises. All modifications are at the expense of the disabled person, and the disabled person must agree to restore the premises, at their own expense to the remodified condition (provided the modification would affect the use and enjoyment of the premises for future residents). We require written proposals detailing the extent of the work to be done, approval from the landlord before modifications are made, appropriate building permits with required licenses made available for the landlord's inspection, and a restoration deposit may be required per Fair Housing guidelines.

School Boundaries

School Enrollment concerns should be investigated prior to submitting your application. Applicants must verify their own school information with the school district. Because of the expansive growth in this region, school enrollments get capped and designation boundaries may change. We highly recommend you contact the local school district should any of the school boundaries be a concern for the home you would like to rent.

IT IS THE DUTY OF THE APPLICANT TO VERIFY SCHOOL BOUNDARIES

Other Applicants

In the event that a person over the age of 18 will be residing in the home but not signing the lease agreement or responsible for paying monthly rent, s/he will still be required to complete an

Resident Signature:_____ Date:_____

Resident Signature:_____ Date:_____

application and be approved through a regular Criminal and Identification screening. The Primary Lease Holder will be responsible for ensuring that the Other Applicant complies with all property rules and requirements in the lease agreements.

Fair Housing Statement

The Landlord follows all federal and state fair housing laws and guidelines, which prohibit, among other things, discrimination based on race, color, religion, sex, national origin, familial status, handicap, or sexual orientation in the sale or rental of housing.

Application Accuracy

All statements and information provided on the application are to be true, accurate, and complete. Any false, undisclosed, incomplete, or misleading information herein may constitute ground for application denial or rescreening.

Online Service E-Sign Disclosure

The Landlord may, at its discretion, make electronic disclosures available to the Applicant or Resident via the HomeLab Property Management website, or by e-mail, and may choose to send paper copies of disclosures even though they may have been made available electronically. The Applicant and/or Resident has the right to request information on paper and may do so by contacting the local branch in writing. The Applicant and/or Resident may update his/her contact information by sending the updated contact information in writing either via e-mail, or mail to the Landlord's headquarters. The right to withdraw consent to electronic delivery is available at any time, but doing so will not affect the legal effectiveness, validity or enforceability of the electronic documents provided prior to withdrawal. All withdrawal notifications can be sent in writing to Landlord. In order to receive electronic disclosures, a working connection to the Internet is required a working email address as well, a printer to print documents or sufficient hard drive space available to save pertinent information.

Application Acknowledgement

The Applicant acknowledges and agrees that failure to provide accurate or verifiable information can result in application denial, and the Applicant agrees that the criteria listed above will be considered in the qualification process. Applicants not meeting the minimum requirements listed above will be declined and the application fee will not be refunded. The Applicant also acknowledges that the Landlord reserves the right to discontinue or change the terms and conditions set forth in the Qualification acknowledgement and that the Landlord will provide notice of any such change as required by law.

Keys or Access Devices

We'll furnish keys and/or access devices only after: (1) all parties have signed the Lease Contract

Resident Signature:_____ Date:_____

Resident Signature:_____ Date:_____

and other rental documents referred to in the Lease Contract; and (2) all applicable rents and security deposits have been paid in full.

Signature

Our reception of this application is consent only to this Application Agreement. It does not bind us to accept applicant or to sign the proposed Lease Contract.

***Final qualification and approval are determined when you apply.**

Do not proceed with completing and submitting an application unless you have read and agree to these instructions.

Resident Signature:_____ Date:_____

Resident Signature:_____ Date:_____