



Office: (512) 740-8082

Email: Leasing@360PropertiesLLC.com

201 S. Lakeline Blvd, Ste 804, Cedar Park, TX 78613

Rental Application Policy

Thank you for applying with 360 Properties LLC for your housing needs. In order to best serve you, we feel it is imperative that you are made aware of, and fully understand our application policies and procedures.

Before you apply for the home, read the following information carefully concerning the approval process. If you have any questions, contact: Leasing@360PropertiesLLC.com during business hours. Monday to Friday 9am to 5pm CST.

Step 1: Complete and Create a Pet screening Profile whether you have a pet or not.

<https://360properties.petscreening.com/>

Step 2: Each person 18 years of age and older are required to apply and it must be done online only at: 360properties.quickleasepro.com. The primary applicant should go to website and enter any additional applicant(s)' name and email address. Any additional applicant should follow the emailed link.

Application Fee is \$75 per adult and is non-refundable.

Administration Fee is \$100 and is non-refundable fee. It will be added to the primary applicant application fee when applying for the property online with a credit card.

All 360 Properties, LLC. residents are enrolled in the Resident Benefits Package (RBP) for \$55.00/month which includes renters' insurance, HVAC air filter delivery (for applicable properties), credit building to help boost your credit score with timely rent payments, \$1M Identity Protection, move-in concierge service making utility connection and home service setup a breeze during your move-in, our best-in-class resident rewards program, and much more! More details upon application.

360 Properties LLC fully complies with the Fair Housing Law. We do not discriminate against persons because of race, color, religion, sex, handicap, familial status, national origin or age. We also comply with all state and local fair housing laws. Approval is based on Seven factors:

1. Identification Verification
2. Credit History & Verification
3. Rental History & Verification
4. Income History & Verification
5. Employment History & Verification
6. Criminal Background & Terrorist Database Search (Addendum Attached)
7. Pet Criteria (Addendum Attached) "Petscreening.com Pet, Animal & No-Pet Profile"

Please read this document carefully before signing. It is the policy of this management company that applications must be complete, and all fees paid at the time of submission for consideration. All completed applications are processed daily (Mon-Fri, excluding Holidays). All approved applications for the same property may be submitted for final decision.

An application will contain:

1. Signed 360 Properties General Rental Criteria, Rental Application Policy and Procedures Form
2. Signed 360 Properties Privacy Notice (Full Addendum Attached)
3. 360 Properties Residential Lease Application; (One for each individual 18 years and older)
4. \$75 Application fee for each 360 Properties Residential Lease Application submitted



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5. \$100 admin fee for primary applicant

Required Supportive Documentation:

6. Valid Driver's License or other Photo ID for each Residential Lease Application submitted
7. Verifiable Proof of Income: (Last 2 months of pay stubs or Last 2 years of tax returns if self-employed/1099)
8. Proof of Funds: (Last 2 Months of Bank Statements)
9. Completed Pet Screening Profile (Required by all Applicants); <https://360properties.petscreening.com/>

General Rental Criteria

Two Years of Good Rental History:

No Forcible Entry & Detainer (Evictions) unless you have verifiable documentation of landlord irresponsibility. However, an Eviction due to property damage by the resident will not be accepted under any circumstances. No history of any damage to the residence, or an outstanding balance due to a previous landlord. If you have no prior rental history then you must have a qualified cosigner - the cosigner must be a resident of Texas, have a good credit history and be willing to sign the lease.

Verifiable Gross Income:

Minimum of three times the rent charged on the residence. The ideal rolling positive balance in your bank accounts is equal to 1 Month of Rent & No recurring history of overdrafts. If Required Supportive Documentation for Verifiable Proof of Income is not available this will require additional Rhino Policy Protection due to the risk of non-verifiable income/funds.

Criminal Background Check:

Residency may be denied due to criminal history (see Criminal Background Criteria)

Credit History:

Credit history must show that the resident has paid bills on time and does not have a history of debt write-offs or accounts that have gone into collection. Residency may be denied due to poor credit history. Contingent on your credit score two options are available: a specific Rhino Policy or traditional specified cash security deposit will be required. All lease holder's credit scores are averaged. See below

Credit Score 1-549 will be declined (no Co-signer allowed)

Credit Score 550-599: Potential approval (case by case depending on overall application)

Option 1: Security Deposit equal to 4 times the rent

Option 2: Zero deposit due + 360 Properties Advanced Rhino Policy will be required

Credit Score 600-649: Approval with conditions

Option 1: Double Deposit required

Option 2: Zero Deposit due + 360 Properties Intermediate Rhino Policy will be required.

Credit Score 650 or above: Full Approval

Option 1: Standard one month security deposit

Option 2: Zero Deposit Due + 360 Properties Standard Rhino Policy will be required

Co-signers are eligible to help increase your credit score if needed. Qualified co-signer's Credit Score must have a minimum of 700 or higher.

Example: Applicant Credit Score 550 + Co-signer Credit Score 700 = Average Credit Score = 625



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Credit Scores of 599 or below will be charged \$75 at Approval prior to lease signing and a \$10/Monthly Risk Mitigation Fee.

*Risk Mitigation Fee is required and is not removed due to having a co-signer.

Maximum Occupancy:

Please note that these are the maximum number of occupants who may occupy homes with the number of bedrooms noted:

1 Bedroom - 3 Occupants

2 Bedrooms - 5 Occupants

3 Bedrooms - 7 Occupants

4 Bedrooms - 9 Occupants

5 Bedrooms - 11 Occupants

Roommates: 2 or more adults, non-related persons will be considered roommates.

Option 1: Double Deposit Due

Option 2: Zero Deposit due + Roommate Rhino Policy will be required

Non-Disparagement Clause: You will be required to sign a Mutual Non-Disparagement Clause with your lease. This Clause protects yourself and 360 Properties from disparaging comments, verbally or in writing that could be injurious to business, reputation, property or disparaging comments which are false. (Addendum Attached)

Upon Approval (once you have been notified of approval):

You have the following options regarding your deposits, fees, and first month's rent.

Option 1: You will have 24 hours to pay your security deposit electronically via our portal invitation.

Option 2: 360 Properties is a \$0 Security Deposit Option Company- In lieu of paying the full refundable deposit for your lease you may pay a monthly fee instead. This monthly fee is non-refundable. This fee does not exclude you from being obligated at the conclusion of your lease for any damages or charges that have been incurred. When choosing this option, you will be required **within 24 hours of approval to pay a hold fee equal to 1 months' rent that will be applied upon move-in towards your first month's rent. You will also receive an invitation via email to purchase your required Rhino Protection Policy & Pay your Lease Preparation Fee.**

Once approved if you choose to not move-in your security deposit or hold fee becomes non-refundable.

Upon 360 Properties receiving your security deposit or Rhino policy confirmation policy number and (also Risk Mitigation Fee if Applicable) the property will stay on a temporary hold while we type your lease. The lease will be sent out for the agreed upon move in date. (M-F/no holidays) through DocuSign for you to review and sign online. You will have 24 hours to review and sign the lease once it has been sent to you. If this is not done within 24 hours 360 Properties may withdraw the approval and proceed with other applicants.

After the lease has been signed, we will take the property off the market. All funds due at move-in must be submitted online through our portal. An activation text and email will be sent to all tenants. If you choose Option 1, a full month's rent is due 48 hours prior to move in. If applicable, the second month is prorated. Once all fees, rent/prorated rents have been paid, and utility account numbers have been provided we will schedule a time on your lease start date to provide you with your keys.



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Property Condition: Applicant is strongly encouraged to view the Property prior to signing any lease. Landlord makes no express or implied warranties as to the Property's condition. Should Applicant and Landlord enter into a lease, Applicant can request repairs or treatments (see question section below).

Sight Unseen Addendum: If any leaseholders have not physically seen the property prior to a lease being signed, a "Sight Unseen Addendum" will be required to be signed by all leaseholders.

360 Properties, LLC is an Equal Opportunity Housing Company, a member of the National Association of Residential Property Managers (NARPM®), National Association of REALTORS®, and the Austin Board of Realtors®. Our staff members adhere to a strict Code of Ethics, and to the Federal Fair Housing Law.

DISCLOSURE OF AGENCY

360 Properties, LLC agents are acting as agents for the landlord, and do not represent prospective tenants. Although 360 Properties, LLC agents show "For Lease" properties to prospective tenants, they are not acting as tenant representatives, and are working as agents of the landlord.

TENANT/LANDLORD RELATIONSHIP

The relationship between a landlord and tenant is a business relationship. A courteous and business-like attitude is required. We reserve the right to refuse rental to anyone who is verbally abusive, swears, is disrespectful, makes threats, is under the influence of drugs or alcohol, is argumentative, or in general displays an attitude at the time of the showing or during the application process that causes management to believe we would not have a positive business relationship.

ERRORS & OMISSIONS

While we make every effort to describe our rental properties accurately, changes can and do take place. Therefore, our descriptions are subject to errors and omissions. Tenants should verify schools, pets, features, etc. Listings do not constitute a guarantee of facts stated.

Privacy Notice

You have chosen to do business with 360 Properties, LLC and we are obligated to honor the relationship with great care, beginning with the confidential information that may come into our possession during the course of your transaction with us. We believe that your privacy should not be compromised and are committed to maintaining the confidentiality of that information.

You can be assured that we are respecting your privacy and safeguarding your "nonpublic personal information". Nonpublic personal information is information about you that we collect in connection with providing a financial product or service to you. Nonpublic personal information does not include information that is available from public sources, such as telephone directories or governmental records.

We collect personal information about you from the following sources:



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- Information we receive from you on applications or other forms
- Information about your transactions with us
- Information about your transaction with non-affiliated third parties
- Information we receive from a consumer-reporting agency

We respect the privacy of our customers, and we will not disclose nonpublic personal information about our customers or former customers to anyone, except as permitted by law.

We restrict access to nonpublic personal information about you to those employees who need that information to provide products to you.

We maintain physical, electronic, and procedural safeguards that comply with federal standards to guard your nonpublic personal information.

We will not disclose nonpublic personal information about our customers or former customers to nonaffiliated third parties, except permitted by law.

360 Properties, LLC recognizes and respects the privacy expectations of our customers. We want our customers to understand our commitment to privacy in our use of customer information. Customers who have any questions about the Privacy Policy or have any questions about the privacy of their customer information should call 360 Properties, LLC.

Criminal Background Criteria

Verification of local and national criminal databases for all occupants 18 years of age and older will be performed. Criminal backgrounds involving sex offenses, violent crimes, prostitution, domestic violence and/or involving the possession of weapons or illegal substances may be grounds for denial of an application. An exception may be made for type and or age of offense, please provide details to your Application and Leasing Coordinator.

Disqualification From Residency

(Convictions ONLY)

- **First or Second-Degree Murder**
- **First Through Third Degree Assault**
- **Kidnapping**
- **First Through Fourth Degree Criminal Sexual Conduct**
- **Arson**
- **Harassment and Stalking**
- **An Attempt to Commit one of the above crimes**
- **A conviction in another jurisdiction that would be a violation of the above crimes**

Pet Policy

360 Properties generally has a very basic pet policy and **ZERO Pet Deposit is required!**

Most of our properties allow dogs, cats, birds, hamsters, rabbits, and fish tanks! No ferrets, reptiles, snakes, or spiders will be allowed. We understand that a pet plays a significant part in many people's lives, so we strive to allow most animals in most of our rental properties.

*PLEASE VERIFY individual pet policy per property via the property listing or with your showing agent before applying.

STEP 1: Create a pet profile by going to our Pet screenings & Affirmations page via: 360Properties.PetScreening.com

STEP 2: Pay Profile app fee of \$20 for 1st pet and \$15 for each additional pet.

Pet screening profiles are required for every applicant applying for one of our properties. Pet screening provides a risk level assessment for each pet profile which is based on the overall risk of the pet.

Pet fees are charged per pet monthly and are based upon the Paw Score Risk Levels for Cats and Dogs below. For non-traditional pets see additional fees below as well.

Pet Processing & Lease Addendum Fee for Pets*

Pet Processing Fee (one-time fee)	\$100 (Per Pet)
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1 Paw - \$80	2 Paw - \$70	3 Paw - \$50	4 Paw - \$40	5 Paw - \$30

Pet Fee (Paid Monthly with Property Rent)

Dog & Cats	Based upon Paw Score
Birds (per cage) <i>Small Breeds (Ex. Budgies & Finches) - Large Breeds (Ex. Parrots & Cockatoos)</i>	<i>Small Breed - \$10</i> <i>Large Breed - \$25</i>
Caged pets (per pet) Rabbits, Hamsters, Gerbils, Guinea Pigs (no ferrets, reptiles, snakes, or spiders)	\$10
Water Filled Tanks "Fish Tanks" (Per Tank Over 10gals) *max of 50 gal	\$10 per 10 gallons
Fish Tanks over 50Gal	<i>Case By Case Basis</i>

*Regardless of prior consent, 360 Properties reserves the right to have any pet removed from the property if it is determined that the pet possesses a threat to the safety or condition of the property or any people in the property or community.



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MUTUAL NON-DISPARAGEMENT CLAUSE

The parties to this agreement mutually agree and covenant not to disparage one-another by publishing to any third-party, verbally or in writing, derogatory statements, “reviews,” comments or remarks that are, or could reasonably be construed as being, injurious to the other’s business, reputation or property and/or which are false, or would tend to cast a false or negative light on the other, including without limitation, statements of opinion, comparison or evaluation.

The categories of statements expressly prohibited by this agreement shall include, but are not limited to statements, including written, photographic or video-based reviews, testimonials or evaluations, published on any internet website, crowd-sourced review publication or database (including but not limited to Yelp, Facebook, Google Maps, Twitter, Angie’s List, Manta, Rip-off Report, Consumer Affairs, Google Reviews) whose subject matter is, whether in whole or in part: (i) the performance or breach by the other party of any of such party’s obligations under any written agreement entered by the parties (whether prior or subsequent to this Agreement), including without limitation any lease or property management agreement; (ii) the performance or breach by the other party of any legal or regulatory duty; (iii) the physical condition of any real property, including without limitation required repairs or maintenance, or requests therefore; and (iv) the payment, refund or accounting for any security deposit.

Anything to the contrary herein notwithstanding, the parties acknowledge and agree that this agreement is intended to constitute a voluntary, mutually agreed and mutually binding waiver and restriction of certain rights of the parties, including the ability to speak publicly, but shall not prohibit any party from publishing or making factual and accurate statements about the other party to any of the following:

- (1) law enforcement agencies.
- (2) regulatory agencies, including the Texas Real Estate Commission.
- (3) courts of this state, to the extent that such statements are made in connection with a legal proceeding.
- (4) an attorney representing the party making the statement(s); and/or
- (5) any credit bureau or other reporting agency, provided that the statements otherwise comply with applicable laws.

If any dispute arises regarding whether any remark, statement, or publication is disparaging or otherwise violates this agreement, the parties agree that for purposes of this provision, that any remark, statement, or publication shall be irrefutably deemed disparaging if: (1) the other party requests, in writing, that the party publishing the same removes the statement and/or publication; and (2) the statement and/or publication is not removed from publication within 72 hours of said written request.

The parties mutually agree that breach of this agreement shall subject the non-breaching party to damages, the amount of which are difficult to determine. Accordingly, the parties agree that damages for failure to comply with this provision shall be liquidated at \$500.00 per day for each day that a disparaging statement remains in publication following the 72 hour notice and demand period herein specified. The parties further agree that enforcement of this provision is appropriate through injunctive relief, notwithstanding any rights of the parties under the First Amendment to the United States and/or Texas Constitutions or other codified statute, regulation, or code, and that any party who prevails on enforcement of this provision shall be entitled to recover from the non-prevailing party all costs and attorney fees associated with the enforcement hereof. The parties to this agreement agree that this provision shall survive the termination, expiration or cancellation of the lease and this agreement is enforceable at any time should any party publish a disparaging statement in violation hereof.