

Overview:

Background Checks

In order to assist the Polo Park East Board in the interview and approval process for prospective residents, while helping to assure the safety and confidence of all residents, the following "Background Check Policy" shall be enacted, effective on the date of approval of this policy: (Approved 1/10/18) *Amy R. Boes*

BACKGROUND CHECK POLICY

All prospective residents (including Renters) of Polo Park East must submit an application for residency, a required background check fee, not to exceed \$50.00, and Polo Park East written approval prior to moving into any residence in Polo Park East. The background check will include criminal information. If requested, this information will be available to the membership, after the Social Security, Driver's License, and Credit Card information is removed.

It is the responsibility of the current owner of any Polo Park East residence to inform any prospective buyer or renter of this obligation. It is also the responsibility of the current owner of the residence to assure that no one moves in prior to Board approval. Applicants must meet minimum standards established by the Polo Park East Board. No one having prior approval or current residents need to be reapproved.

A prospective tenant may be refused entry into this community if, in the past ten (10) years, they have been convicted of any of the following felonies, including, but not limited to, the following list:

Arson, Burglary, Larceny, Theft, Motor Vehicle theft, Drug Related Crime, Assault, Fraud, Weapons Violation, Child Molestation, Receiving Stolen Property, Forgery, Counterfeiting, Violent Home Invasion, Homicide, Manslaughter or Involuntary Manslaughter.

The Application will include Name, Social Security Number, and address. Each applicant is individual and each resident must apply. Additional information may be required by investigative agency and report will be available within 30 days. Once a background check is completed on a prospective resident, no additional background checks are required for any future rentals or purchases by that approved resident. This policy will comply with all HUD Fair Housing requirements and all applicable Federal, State, and Local residency requirements.