

---

**SPRINGLAKE COMMUNITY, INC.**

---

51590 SE Westlake Drive, Scappoose, Oregon 97056  
(503) 543-5205

To Prospective Resident:

Thank you for your interest in becoming a member of Springlake Community. We provide equal housing opportunity to all persons and comply with all Federal, State, and local laws regarding Fair Housing requirements. To become a resident of Springlake Community, you must provide certain information and meet the following criteria:

1. Prospective members must completely fill out and sign a Membership Application authorizing a consumer report and criminal background check. All information on the application must be correct and legible. **All applicants must qualify individually for residency. If one co-applicant does not qualify and the other does, we will have to deny approval for membership.** If you refuse to fill out any part of the application or authorize SCI to run the necessary reports or provide any incomplete, inaccurate, or fraudulent information, we will deny your application for membership.
2. Applicants must provide two (2) pieces of identification, one with each applicant's photo from a government agency (i.e., driver's license, state I.D. card, passport) and each applicant's social security card or proof of a tax identification number.
3. Criminal history may be grounds for denial. NOTE: Applicants are required to authorize and pay for an out-of-state criminal background check(s) if they have lived outside the state of Oregon at any time in the past five (5) years. There is an additional nonrefundable charge of \$15.00 per applicant, per state, for this additional screening. Criminal history, which may include charges, convictions, misdemeanors and/or felonies, may not always result in denial of your application.
4. Since SCI is an "age 55 or older" community, you must provide proof that you meet the age requirements.
5. Any individual who is a current illegal substance abuser or has been convicted of the illegal manufacture or distribution of a controlled substance will be denied membership.
6. Any individual or pet/animal whose residency would constitute a direct threat to the health or safety of other individuals or whose residence would result in substantial physical damage to the property will be denied residency.
7. Vehicles must meet community requirements regarding size, type, and condition.
8. **Homes must be owner-occupied as the owner's primary residence. Non-owners are not allowed to reside in the home without an owner-occupant. No sub-leasing (including renting bedrooms in the home), or rentals are allowed.**
9. Current laws permit SCI to deny membership on the basis of, but not limited to: pets, vehicles, number of occupants, credit history, criminal records, tenant history of eviction or property damage, rental history, unverifiable or insufficient income (excessive debt) or incorrect, incomplete or unverifiable application information. Our policy complies with these laws.

**SPRINGLAKE COMMUNITY, INC.**

51590 SE Westlake Drive, Scappoose, Oregon 97056  
(503) 543-5205

- 10. Approval of a membership application is conditioned upon receipt of written agreement of buyer and seller that all sums due SCI will be paid from closing.**

A minimum non-refundable \$35.00 consumer report fee per applicant must be paid by check or money order to begin processing this application. You will be notified as soon as possible regarding your screening application approval or denial.

Membership applications, once approved, are open for a period of forty five (45) days; a lease agreement must be executed within that time or approval will be withdrawn. If you choose to submit a new application, new fees will also be due. If you have any questions on polices regarding qualifying as a member in Springlake Community, please address them to the community manager.

Prospective Member <b>PRINT</b> Name	Signature <span style="float: right;">Date</span>
Prospective Member <b>PRINT</b> Name	Signature <span style="float: right;">Date</span>