



FAIR HOUSING POLICY

Foreside Real Estate Management

Effective Date: July 2026

1. Policy Statement

Foreside Real Estate Management ("Foreside," "we," or "us") is firmly committed to the principles of fair housing and to full compliance with all applicable federal, state, and local fair housing laws. It is the policy of Foreside to provide equal housing opportunity to all persons and to carry out all housing-related activities — including advertising and marketing, application processing, screening and tenant selection, leasing, occupancy, the establishment of terms, conditions, privileges, and the provision of services and facilities, renewals, and any other transaction relating to the rental or management of housing — without regard to any characteristic protected by law.

Foreside will not tolerate housing discrimination by any owner, employee, agent, vendor, or contractor acting on its behalf. Every person involved in the rental and management of housing administered by Foreside is required to understand and adhere to this policy.

2. Applicable Law

This policy is governed by the federal Fair Housing Act (Title VIII of the Civil Rights Act of 1968, as amended, 42 U.S.C. §§ 3601–3619) and its implementing regulations, and by the Maine Human Rights Act (5 M.R.S. §§ 4551–4634), which prohibits discrimination in housing throughout the State of Maine. Where any applicable municipal ordinance or other law provides broader protection, that law also applies. Where laws differ, Foreside will apply the standard most protective of housing applicants and residents.

3. Protected Classes

Foreside does not discriminate in the rental, financing, or provision of housing, or in any related service, on the basis of any characteristic protected under federal or Maine law.

Under the federal Fair Housing Act, the protected classes are:

- Race or color;
- Religion;
- Sex, including sexual orientation and gender identity;
- National origin;
- Familial status — the presence of one or more children under the age of 18, and persons who are pregnant or in the process of securing legal custody of a child; and
- Disability (physical or mental).

Under the Maine Human Rights Act, which applies statewide, it is unlawful to discriminate in housing on the basis of:

- Race or color;
- Sex;
- Sexual orientation or gender identity;
- Physical or mental disability;
- Religion;
- Ancestry or national origin;
- Familial status; and
- Receipt of public assistance, including any applicant or resident who receives housing subsidies, rental vouchers, or other forms of public assistance (see Section 7).

4. Prohibited Practices

With respect to any person because of a protected characteristic, Foreside and its employees and agents will not:

- Refuse to rent, negotiate for the rental of, or otherwise make unavailable or deny a dwelling;
- Represent that a dwelling is not available for inspection or rental when it is in fact available;
- Impose different rental terms, conditions, privileges, fees, deposits, or standards, or provide different services or facilities;
- Apply screening, income, credit, occupancy, or other qualification criteria in a discriminatory manner;
- Steer or direct applicants toward or away from particular units, buildings, or areas;
- Make, print, publish, or cause to be made any notice, statement, or advertisement that indicates a preference, limitation, or discrimination;
- Engage in blockbusting, harassment, intimidation, or coercion; or
- Retaliate against any person for exercising, or assisting others in the exercise of, their fair housing rights, or for filing or participating in a fair housing complaint.

5. Reasonable Accommodations and Modifications

Foreside will make reasonable accommodations in its rules, policies, practices, or services when such accommodations are necessary to afford a person with a disability an equal opportunity to use and enjoy a dwelling, including public and common-use areas. Foreside will also permit a resident, at the resident's expense, to make reasonable modifications to the premises when necessary for the full enjoyment of the housing, consistent with applicable law.

A request for an accommodation or modification may be made orally or in writing by the applicant or resident, or by someone acting on their behalf, and need not use any special words or forms. Upon

receiving a request, Foreside will engage in a good-faith interactive process to evaluate it promptly. Where a disability or the disability-related need for the requested accommodation is not obvious or already known, Foreside may request reliable information verifying that the person meets the definition of disability and that the accommodation is needed. Foreside will not require disclosure of the diagnosis or the underlying condition. No additional fee, deposit, or surcharge will be charged as a condition of granting a reasonable accommodation.

6. Assistance Animals

Service animals and other assistance animals, including emotional support animals, are not pets. When an assistance animal is needed as a reasonable accommodation for a person with a disability, Foreside will permit the animal notwithstanding any “no pet” policy or breed, size, or weight restriction, and will not charge any pet deposit, pet fee, or pet rent for the animal. Where the disability or the disability-related need for the animal is not readily apparent, Foreside may request reliable documentation of the need. The resident remains responsible for any actual damage the animal causes and for keeping the animal under control.

7. Receipt of Public Assistance and Source of Income

The Maine Human Rights Act prohibits discrimination in housing based on receipt of public assistance. Accordingly, Foreside will not refuse to rent to, or impose different terms or conditions on, any applicant or resident because that person receives public assistance, a Housing Choice Voucher (Section 8), General Assistance, Social Security or disability benefits, or any other lawful source of income or rental assistance. Foreside will fairly consider all such sources of income when applying its income and eligibility standards and will cooperate reasonably with the administration of lawful rental-assistance programs.

8. Familial Status

Foreside will not discriminate against households because they include one or more children under the age of 18, nor against persons who are pregnant or in the process of obtaining legal custody of a child. Occupancy standards will be applied reasonably and consistently and will not be used as a means of excluding families with children. This protection does not apply to housing that qualifies as “housing for older persons” under applicable law, provided all requirements for that exemption are met.

9. Advertising and Marketing

All advertising and marketing of housing managed by Foreside will comply with fair housing law. Advertisements will not state or imply any preference, limitation, or discrimination based on a protected characteristic. Foreside will use the Equal Housing Opportunity logo or slogan in its advertising and will display the fair housing poster (HUD Form 928.1) as required. Marketing and application materials will be made available in accessible formats upon request.

10. Complaints and Enforcement



Any applicant, resident, employee, or other person who believes that a violation of this policy or of fair housing law has occurred is encouraged to report it promptly to Foreside's designated Fair Housing Officer:

Fair Housing Officer, Foreside Real Estate Management

P.O. Box 957, Portland, ME 04104 • Phone (207) 775-2325

Foreside will review all reports promptly and will not retaliate against, or permit retaliation against, any person for making a good-faith report or for participating in an investigation.

Reporting a concern to Foreside is not a prerequisite to, and does not limit, a person's right to file a complaint with a government agency. Complaints may also be filed with:

U.S. Department of Housing and Urban Development (HUD)

Office of Fair Housing and Equal Opportunity — complaints are generally filed within one (1) year of the alleged violation. Online at www.hud.gov/fairhousing or (800) 669-9777.

Maine Human Rights Commission

51 State House Station, Augusta, ME 04333-0051 • Phone (207) 624-6290. Complaints under the Maine Human Rights Act are generally filed within two (2) years of the alleged act of discrimination.

11. Employee Responsibilities and Training

Every Foreside employee and agent involved in housing operations is responsible for knowing and following this policy. Foreside will provide fair housing training to relevant personnel at hire and on a periodic basis thereafter. Violation of this policy is grounds for disciplinary action, up to and including termination, and may also expose the individual and the company to legal liability.

12. Administration

Foreside's Fair Housing Officer is responsible for administering this policy, responding to accommodation requests and complaints, maintaining related records, and reviewing the policy at least annually and whenever the law changes. This policy will be updated as necessary to remain consistent with applicable federal, state, and local law.

Acknowledgment

I acknowledge that I have received, read, and understand Foreside Real Estate Management's Fair Housing Policy, and I agree to comply with it.

Signature

Printed Name

Date

