



<b>INFORMATION BULLETIN</b> Community Services Division	<b>BULLETIN DATE</b>	April 16, 2025
	<b>ISSUED BY</b>	Jeff Spies Community Services Manager
	<b>MUTUAL</b>	United Laguna Woods Mutual
	<b>AUTHORITY</b>	01-22-81
	<b>ADOPTED DATE</b>	December 13, 2022
<b>SUBJECTS:</b> United Criminal Background Check Policy		

### NEWSFLASH – EFFECTIVE MAY 1, 2025

It has come to our attention that United Mutual adopted a criminal background check policy by way of resolution 01-22-81. In order to promote the safety and well-being of all United Laguna Woods Mutual residents, all prospective members, occupants, caregivers and subtenants in United must submit a national criminal background report with their respective applications. The report should include information relating to national security concerns, misdemeanor and felony charges, offense details and convictions, sex offender registration and other relevant criminal history.

Applicants with the following crimes will be disqualified:

- Individuals with a lifetime requirement to register as a sex offender.
- Individuals convicted of manufacturing methamphetamine.

For all other past convictions and criminal history, the United board will evaluate the nature and severity of the offense as well as the time elapsed time since its occurrence, to make a determination based on factual evidence rather than a perceived threat.

Effective May 1, 2025, all resale packets must contain a copy of the applicant's criminal background report.

The criminal background report will not be used in a manner to obtain information relating to race, color, religion, sex, familial status, national origin, sexual orientation, marital status, ancestry, source of income or disability to evaluate the applicant. Any information obtained from a report may not be used for any other purpose than to evaluate the applicant's housing request.

**Realtors and escrow officers must inform their staff and clients of these policies.**

**NOTE:** Always refer to the website for the most current documents. The location for all mutual policies has changed with the completion of the redesigned website.

Email questions to [salesrequirements@vmsinc.org](mailto:salesrequirements@vmsinc.org). Thank you!