

Lease Application Information and Checklist

Dear Prospective Tenant:

We are pleased that you are interested in leasing our property. The decision to approve your application is entirely up to the Landlord of the property in which you are applying for. **Incomplete applications will not be considered.** Below are the needed information the Landlord requires when submitting your application.

Complete the TAR Lease Application form: All occupants 18 years of age or older must complete a Lease Application and are required to be on the lease as a resident. Form should be completely filled, all questions answered (email, phone numbers, current landlord...etc) and should match the property applied for.

Complete the TAR Authorization to release information form : All occupants 18 years of age or older must complete a release information form. Form should be completely filled, all questions answered and should match the property applied for.

Photo I.D.: All applicants must provide a legible copy of their driver's license or other approved photo I.D.

Income: Two months of recent pay stubs are required. Income must be at least three times the amount of rent. If the applicant is self-employed or retired a copy of personal prior year tax return, W2 or Bank Statement should be submitted.

→ To send your application email to sarahdanielrealestate@gmail.com, please reference the property you're applying for when sending these documents.

More Information :

Employment: A minimum of two years of employment history is required. A full time student who does not meet this requirement will require a co-signer. The co-signer for any applicant must meet all qualifying criteria.

Credit and background check fees: After initial review of the application, a \$40 fee per person over 18 will be required for credit and background checks. This fee will be paid directly by the applicant on-line and is non-refundable. To avoid paying unnecessary fees, Landlord will only request these checks after initial application verification. Applicants will receive an email directly from the tenant screening website (i.e. MySmartMove) to complete the screening process.

Additional Deposit: If the owner permits a pet, an additional security deposit is required per the Landlord's discretion. Pets are always case by case.

Rental History: A minimum of two years of rental history is required. (Living in a property that is owned by a relative does not constitute a tenant/Landlord relationship for rental verification purposes) Owning your previous residence can take place of rental history. Occupancy has to be verifiable.

Credit: A Credit Report must be processed for each applicant. **Qualifying Criteria:**

Credit Issues	Deposit Required
Credit Score less than 620	Double Security Deposit (equal to 2x's the monthly rent)
Foreclosure	Double Security Deposit
Petitioned or Dismissed Bankruptcy	Double Security Deposit
Broken lease or negative rental history	Double Security Deposit
Negative credit history	Double Security Deposit
Good rental history with no credit or lack of credit	Co-Signer or ½ Additional Security Deposit
No rental and no credit	Double Security Deposit or ½ Additional Security Deposit with Co-Signer