



Leasing Information Sheet

All occupants over the age of 18 must complete a separate online Texas Association of Realtors Lease Application (TXR-2003) and must pay a non-refundable \$50 application fee.

In order to make this a smooth process, please note the following rental requirements and leasing procedures *prior to beginning the application process* as approval is based on these factors.

The following items will be required for each applicant:

1. Identification – Driver License, state issued I.D. or U.S. passport
2. Copy of Social Security card
3. All Non-US citizen applicants must provide a U.S. Permanent Resident Visa valid through the term of the lease
4. Verification of income – Three months of most recent pay stubs or three most recent months of personal bank statements if self-employed or receiving social security benefits, military benefits, or child support
5. Current and previous employer contact information
6. Current and previous landlord contact information
7. Dependent information

Approval will be based on the following factors:

- Income - Combined, gross monthly income of 3.5x-4x the monthly rent
- Credit - Minimum 700 credit score (Experian) with no broken leases, rental collections, active bankruptcies, recent foreclosures or excessive collections (if any applicants fall below this minimum, please contact our office before applying)
- Rental history
- Criminal history

All applications are considered on a case-by-case basis. If you have any concerns regarding the above-mentioned criteria, please contact our office before applying.

Landlords reserve the right to deny applications in accordance with the Federal Fair Housing Act (FFHA) and the Fair Credit Reporting Act (FCRA).