

Westchester Place Tenant Selection Criteria

(Revised August 1, 2021)

1. **TAR Standard Residential Lease Application & Authorization** - Must be completely and accurately filled in and submitted with a non-refundable Application Fee of \$50.00 in certified funds, for each adult applicant 18 years and older, who will be a resident. Also, a copy of each Applicant's **current Driver's License** must be provided.
2. **Current Employment, Length of Employment, Current Income & Residence** – Applicant's verified gross monthly income must be at least 3 ½ times monthly rental amount and must have a minimum of 700 FICO Score. **Note:** *If self-employed, Landlord requires copies of Applicant's tax returns for last 2 years, prepared by a CPA, Attorney or other tax professional, and copies of Applicant's bank statements for the last 3 months.*
3. **Previous Employment & Residence History – Must be verifiable.** Complete application information with accurate contact name of immediate employment supervisors, current employment & rental property addresses (*must include zip codes*), fax and telephone numbers.
Note: *Late Rental Payments Or A Failure To Provide Complete And Accurate Contact Information Will Result In Automatic Rejection.*
4. **Current Credit & Criminal History Background Check** – Via a current NEXTSTEP TENANT SCREENING report or other Landlord approved report. This report must be obtained directly by Landlord, to substantiate a prospective tenant's unquestioned ability to handle all financial obligations in a timely manner and to confirm no previous late rent payments, recent bankruptcy or criminal conviction(s). Background check must include a search of Texas Dept. Of Public Safety's website used to identify known convicted sexual predators.
5. **Non-Smokers Only**
6. **Pets - Case-By-Case Basis** – \$500 pet deposit w/\$250 non-refundable at Lease end for pest treatment of unit. **(Submit Current Photo, Weight & Breed)**
7. **Rules & Regulations** - Prospective tenants must agree to adhere to all the community's established and published Rules & Regulations prior to entering into a lease, to ensure that they will not be a source of disturbance to the other residents of the Westchester Place Condo community.