



## **Application Submission Instructions**

The screening process is conducted by Transunion's SmartMove. The Landlord or Real Estate Agent is not privy to social security numbers or any private information. SmartMove will provide a **Tenet Screening Report** for each applicant to the Landlord and Real Estate Agent. The full name and email address is needed for each applicant.

1. An application should be submitted for each property Occupant 18 years of age or older.
2. Send an email to [Joe@RoseHeelRealty.com](mailto:Joe@RoseHeelRealty.com). The email should contain the following:
  - a. Subject Line: Application Submission for 11106 Safeguard – "**Primary Applicant's Last Name**"
  - b. Enumerated Applicants followed by their email address
    - i. 1. John Doe – [John@aol.com](mailto:John@aol.com),
    - ii. 2. Jane Doe – [Jane@GMail.com](mailto:Jane@GMail.com)

**NOTE: The rent payment should not be more than a third (1/3) of the combined (in the case of multiple Applicants) income. In other words, divide the total income by 3 and the rent should be less than this number.**

An Application invitation will be sent via email to each Applicant.



Joe Miles, Jr.  
MBA, GRI  
Broker/Owner  
Rose Heel Realty  
"Let's Make it Happen"

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