Checklist for Submitting Application(s)

Only applications submitted with this checklist and all required documentation will be considered.

☐ **TAR Application on ALL applicants age 18 and over.**

   1.   ALL information must be filled in, including all contact information for current and previous Landlords.

☐ **Authorization to Release Information**

   1.   Must include signed for the Landlord to be able to send the request for background cheek and for the landlord to review the tenants credit report.

☐ **Proof of Income**

   1.   Most recent 4 month paycheck stubs.

   2.   If self-employed, MUST have copy of most resent filed tax return showing adjusted gross income, no exceptions.

   3.   If child support is to be considered as income, copy of filed divorce decree showing amounts must be provided or a statement from Child Support Office.

☐ **Copy of Driver's License for each applicant**

☐ **Letters to help landlord understand all applicants.**

   1. Background review Letter - why the applicants are renting - explanation for bad credit or just credit a reason for the landlord to choose the tenants over others.

   2. Previous Landlord Letter/Statement (Optional)- A letter showing good standing

   3. Pet Review Letter - Include how the applicant handles the pet while not at the home and the temperament of the pet. Include a picture.

DO NOT submit incomplete or partial applications.

Email all application(s) and supporting documentation at one time in pdf format to info @intrinsicre.com no fax. We will email you confirmation of receipt.

Applications reviewed by the landlords. Please allow minimum of three days for processing and response.