

List of items needed for from lease applicants:

- 1) Residential Lease Application (TAR – 2014 version) – for each applicant 18 years of age and older – must have an email address for each applicant and include the date of births of all children on the application next to their name
- 2) Authorization to release information in regards to lease applicant – for each applicant 18 years of age and older (it is last page of lease application)
- 3) 2 references/per applicant – include name, number and relationship to applicant
- 4) Request for rental history – must have current landlord name, number and email (TAR-2214) (to be filled by current landlord)
- 5) Request for employment verification. (TAR-2219)
- 6) Last 2 months of pay stubs for applicant(s)
- 7) Copy of Driver's License/ID card and Social Security card for all tenants 18 years of age and older
- 8) Proof of income for other sources such as child support, social security, etc
- 9) Requested move in date
- 10) Tenant to carry Home Owner's Renter Policy and will be responsible for first \$75 of the repairs in the house.
- 11) Security deposit equivalent to one month rent.
- 12) Application fees \$40 per adult applicant (from mysmartmove)
- 13) If pets allowed, need details of the pet. (pets case by case basis)  
  
\$250 refundable and \$350 non refundable pet deposit.