



2000 South IH 35 #E-1
Round Rock, Tx 78681
512.630.0316
www.realtytexas.homes

Tenant Selection Criteria

*It is our policy to rent our units in compliance with the federal, state, and local fair-housing laws.
The following criteria apply to all potential applicants:*

- **A non-refundable application fee** must accompany each application. We require (1) application per adult age of 18 or over. The application process will not be processed without the fee. Incomplete applications will not be processed.
- **One completed application** must be submitted for each adult (18yrs. and older) who plans on occupying the property. This applies to any applicant, whether married, related in some other way, or unrelated. We will not process incomplete applications.
- **Verifiable identification:** A current government issued photo ID (e.g., driver's license) is required with each application. Your I.D. may be verified through public data.
- **Sufficient income-to-rent ratio:** We do not accept combined income unless married or immediate family. The typical ratio is gross monthly income is 3 times the amount of the monthly rent per applicant unless married. We may consider less with exemplary credit and rental history at owner's discretion. The prior 3 month's pay stub should be submitted with the application. Self-employed applicants should provide their most recent tax return and three months' worth of bank statements to show their savings. We may require a copy of the first page of last year's income tax return. Unverifiable income will not be considered.
- **Credit rating:** Demonstrate financial responsibility. We will auto decline Experian credit score below 600. Scores in the low 600s may not be accepted; if they are accepted, they may require double security deposit and otherwise be highly qualified. Discharged bankruptcies or foreclosures may be acceptable in some situations, if payments have been made on time for at least two years and no active collections have been placed within the last 24 months. If accepted, Bankruptcy in the past five years requires a minimum of an additional security deposit. Your ratio of debt to income will also be considered and maybe grounds to reject the application.
- **References:** Names and telephone numbers to verify income and sources, and current and landlords from precious residences must be furnished or the application may be declined.
- **Reliable rental history:** Applicant must have a current rental history or verifiable Mortgage history for a minimum of 1 year and paid on time. Rental history must be of a management company or unbiased landlord and not relatives. Applicants must also have acceptable payment history with no evictions, lease violations, or any past due balances. If a private individual is listed as the previous or current landlord, we may pull tax records to verify that individual actually owns the property. The condition of the rental at move out is also strongly considered.
- **A Lease Guarantor** may be considered. Excellent employment history and confirmed current employment.
- **Multiple applications** are not on a first come basis. We make our determination based on the most qualified applicant. If two applications are equally qualified, then the determination will be based on the one received first.



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- **Our processing time** is usually 2 to 4 business days.
- **Pets**—No more than 3 pets (dog/cat) are acceptable with no history of biting, aggressiveness or damage to previous properties. We reserve the right to decline dangerous breed animals: e.g., -pit bulls, wolf hybrids, German Shepherds, Rottweiler, etc. The owner reserves the right to deny any pet, so check with leasing agent prior to taking application. All pets are subject to separate deposits and non-refundable pet fee.
- **Denial:** Applicant(s) may be denied occupancy for the following reasons, but is not limited to:
 - Incomplete, inaccurate, or falsification or information or unverifiable information.
 - Unsatisfactory credit history as determined by Realty Texas (detailed credit reports are obtained). Reports are submitted by applicant will not be considered.
 - Unpaid child support
 - Any history of evictions or any collections from previous landlords or apartments/housing
 - Criminal history by applicant or any other occupant.
- **Smoking** is not allowed in any of our premises.
- **Occupancy:** We limit occupancy to 2 adults per bedroom.

Important Notice:

If we are unable to verify any part of the above qualification within 4 business days from the date of the application submission, the application may be rejected.

Signing the acknowledgment indicates that you have had the opportunity to review the landlord’s tenant selection criteria. The tenant selection criteria may include factors such as criminal history, credit history, current income, and rental history. If you do not meet the selection criteria, or if you provide inaccurate or incomplete information, your application may be rejected, and your application fee will not be refunded.

I/We, The Undersigned, Have Read, Fully Understand, and Agreed to the Above Rental Qualification Criteria.

Applicant Signature: _____ Date: _____

Applicant Signature: _____ Date: _____

Applicant Signature: _____ Date: _____

Applicant Signature: _____ Date: _____