## Application Instruction

1. Please read and completed all the information in the application.

2. Please include details on previous landlords, employer contact information, Social security number, dates of occupancy from previous residence.

3. An application fee of $50 must be paid per applicant. Payment to be made through Zelle and email to john@promptrealtyandmotgagge.com or present certificated check or money order to prompt realty and mortgage Inc.

4. Along with the application form, please upload 2 forms of ID (DL, SSN Card or Identification card and 2 months most recent paychecks stubs.

5. We process application and answer questions regarding application Monday to Friday 9 am to 5 Pm

6. You will get a respond regarding any missing data and regarding your meeting our minimum credit criteria within 1-2 business days after completing your application.

7. Typically, if you provide all the required data for your landlords and employment information, we will have your application fully processed within 3-5 business days,

8. depending on how quickly your employer and landlord get back to us the required verifications.

If you have any questions, contact us immediately at
transactions@promptrealtyandmortgage.com

Send Completed application documents to john@promptrealtyandmortgage.com
and cc transactions@promptrealtyandmortgage.com