

TENANT SELECTION CRITERIA/REQUIREMENTS & APPLICATION INSTRUCTIONS

All occupants eighteen (18) years of age or older **MUST** fill out a TAR application, along with the following:

TENANT SELECTION CRITERIA

Identification: Please submit a color copy of the drivers licenses and Social Security Card for each applicant.

Income & Employment: Gross monthly income of **at least 3 1/2 times** the monthly rent amount. Please submit last three payroll stubs for each applicant. In the event of New Employment in the Houston area, we will need a letter from the New Employer confirming employment and income.
If Self-Employed please provide last Tax Return + 3 last month of Bank Statements.

Residency: Verifiable residence history for at least the past three (3) years.

- ❖ No evictions, outstanding judgements or bankruptcies
- ❖ No violent criminal charges or felony convictions. Any applicant with a record of a violent crime(s) will be automatically denied.
- ❖ Credit score of 620+

Pets: Dogs up to 30 Lbs. A picture of the pet(s) **MUST** be provided. For each pet, a **non-refundable** pet fee in the amount of \$350 will be charge prior to move in.-

Send all the requirements to the agent at niurka@correa.properties for landlord's pre-approval. Tenant will receive an invitation to finish the application process with the credit and back ground screening.

Upon Approval:

- ❖ First month's rent.
- ❖ Security deposit in the amount of 1 month's rent
- ❖ Pet Deposit (if any)
- ❖ Tenant Insurance with at least \$300,000 of liability coverage.

NOTE: PERSONAL CHECK ARE NOT ACCEPTED.

Please sign this form in agreement of acceptance of terms.

Thank you for showing!

