



# Manta Ray Enterprises, Inc.

## RESIDENTIAL PROPERTY MANAGEMENT

MRELeases@MantaRayEnterprises.com  
(281) 579-8881 & (281) 578-8881

### APPLICATION REQUIREMENTS

APPLICANT'S NAME: \_\_\_\_\_

PROPERTY ADDRESS: \_\_\_\_\_

Please read carefully the following Application Requirements prior to submitting Lease Application to Manta Ray Enterprises, Inc. For consideration, all persons over the age of 18, with intent to reside within the rental property, are required to submit a signed copy of these application requirements along with their Texas Association of Realtors Residential Lease Application.

#### A. COMPLETE APPLICATION PACKET INCLUDES:

1. TAR Form 2003 - Residential Lease Application
2. MRE, Inc. Application Requirements
3. TAR Form 2501 - Information About Brokerage Services
4. Copy of Applicant's Driver's License and/or Identification Card  
*NOTE: An expired License or ID will not be accepted*
5. Copy of Applicant's Social Security Card  
*NOTE: If Applicant is not a United States citizen, must also provide a copy of current Visa or Permanent Resident Card.*
6. Copies of Applicant's three (3) most recent paycheck stubs  
*NOTE: If applicant is self-employed, must include previous year's 1099 Tax Form*
7. Application Processing Fee (per Applicant) **\$50.00 each.**

#### B. DEROGATORY LIST

Applicants with one/more of the following Derogatory List items must pay a double security deposit.

1. Broken Lease
2. Dismissed Bankruptcy
3. Judgement; Personal, Business or Property
4. Repossession
5. Credit score lower than 550

*Applicants with insufficient verification of employment and / or income may be required to maintain monthly rent payments two (2) months in advance.*

**Any applicant that has been convicted is a case by case situation and will be based on time served and the recorded conviction!**

#### C. RENTERS INSURANCE

- ✓ Tenants are required to obtain renter's insurance within thirty (30) days from commencement of their Residential Lease Agreement.
- ✓ Property Owner and Manta Ray Enterprises, Inc. must be listed as "additional insured".
- ✓ Applicants seeking residency in any rental property with a pool and / or spa will be required to carry a minimum of \$300,000.00 liability coverage. Includes and not limited to any swimming pool or water pool slides.

APPLICANT'S INITIALS: \_\_\_\_\_ ; AGENT'S INITIALS: \_\_\_\_\_

# Manta Ray Enterprises, Inc.

## RESIDENTIAL PROPERTY MANAGEMENT

### APPLICATION REQUIREMENTS CONT'D

#### D. PET POLICY

JAW LOCKING AND / OR EXOTIC ANIMALS ARE NOT PERMITTED

Pets are accepted on a case-by-case basis;

- Any animal weighing less than fifty (50) lbs requires a \$250.00 Non-Refundable Pet Deposit
- Animals weighing fifty one (51) lbs or more require a \$300.00 Non-Refundable Pet Deposit

Applicant must provide a current photo of each pet along with their Lease Application

If applicants' pets are approved, rent will increase by \$25.00 per month per Pet Agreement (up to two (2) animals) with an additional \$25.00 per month increase per each additional Pet.

#### E. APPLICATION PROCESSING FEE AND PAYMENTS

1. Application Processing Fee must be submitted in person, to our Office

NOTE: Agents, do not send your client to drop off their own application or forfeit 25% of your commission to Manta Ray Enterprises, Inc.

2. Application Processing Fee must be paid by Money Order only
3. All payments are payable to: Manta Ray Enterprises, Inc.
4. Pet rent is not included in other Broker's Commission. (Commission only pertains to the house rent.)

#### F. MRE, INC. PROCEDURE FOR APPLICATION PROCESSING

1. Applications are usually processed within two (2) business days following receipt of a Completed Application Packet.
2. Delays in application processing are usually due to lack of contact or cooperation from Applicants' references
3. All applications must have a move-in date (do not list ASAP)
4. Applicants must list all applicable & relevant contact information for:
  - Rental history verification
  - Employment verification
  - Income verification

#### G. APPROVAL OR DENIAL OF LEASE APPLICATION NOTIFICATION

All applicants will be notified in writing once a decision has been made

Incomplete Application Packets result in a decision based on information at hand; if an Applicant is denied, they are not permitted to submit another lease application to Manta Ray Enterprises, Inc. for one (1) full year following denial date.

**NOTE: Landlords make the final decision to either Approve or Deny Tenancy!**

**Applicant has read and fully understands the lease requirements as listed above. Applicant acknowledges to have received a copy of the Application Requirements prior to submitting Lease Application to Manta Ray Enterprises, Inc.**

\_\_\_\_\_  
APPLICANT'S SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
AGENT NAME

\_\_\_\_\_  
LICENSE NO.

\_\_\_\_\_  
AGENT SIGNATURE

\_\_\_\_\_  
DATE

APPLICANT'S INITIALS: \_\_\_\_\_ ; AGENT'S INITIALS: \_\_\_\_\_