



## LEASE REQUIREMENTS

Please review the minimum application criteria before applying for a lease. All application and background fees are non-refundable.

Please note the following: INCOMPLETE applications will be rejected, and ALL applications need to be LEGIBLE.

- **Income:** Gross monthly income must exceed 3X the amount of monthly rent. Income must be verifiable and documented. Minimum 2-year employment history subject to verification
- **Credit:** 640 or above (no exceptions)
- **Criminal History:** No felony charges/pass Screening Process. Prior felonies will result in immediate denial.
- **Rental History:** Prior rental history will be verified. No evictions or broken leases
- **Pets:** If approved, a \$350 deposit will be required in addition to the **security deposit**. At the end of the lease, \$150 will be refunded back to the tenant based on the condition's property was left.

## Items required to be accompanied with each application:

- Completed Lease Application for each prospective tenant of 18 years old or older. Must include the property address, move-in date, rent amount, and phone numbers for the current landlord and employer for verification.
- Color copy of valid driver's license or Matricula Consular or Passport that has not expired.
- Social Security Card or ITIN
- Copy of Paystubs for the last two months. If self-employed, copy of the last three months' bank statements. If transfer or relocation, a copy of the signed employment letter on company letterhead.
- Application fee of \$50 per person at age 18 or older (fee to be paid to mysmartmove.com)
- Email to: **berenice@dwellingtexas.com** with the property address in the email subject
- **All files must be in PDF format.**

## UPON APPLICATION APPROVAL

- Tenants will have 48 hours after acceptance to submit Security Deposit equaling one month's rent as a Money Order or Cashier's Check made payable to the name of **(Name will be provided to the tenant via email)**
- NO PERSONAL CHECKS
- If doing a one-year lease security deposit will be equal to the monthly lease
- First Month's Rent due before Move-in date. Money Order, Cashier's check, or electronic payment (Zelle, Venmo, Cash app etc.). LANDLORDS WILL ADVISE ON HOW THEY WANT RENT TO BE PAID.
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- **Prorated Rent-** will need to be paid with a separate Money Order, Cashier's check, or electronic payment.
- Tenants will have **48 hours** after acceptance to sign and return Residential Lease and Landlord Rules and Regulations.
- Proof of Renter's Insurance and utilities due before the Move-In Date
- Inventory and Condition Form filled out and complete and returned to Landlord within **8 days** of Move-In Date.