

## RESIDENTIAL LEASE APPLICATION INSTRUCTIONS

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Thank you for expressing interest in our residential property. To streamline the application process, kindly follow the instructions detailed below:

### 1. Completing the Residential Lease Application:

- Fill out all sections of the Residential Lease Application. Incomplete applications can lead to delays or declination.
- Provide accurate and current information to facilitate verification.

### 2. Supporting Documents:

- Attach copies of proof of income (e.g., pay stubs, bank statements, or employment letter).
- Include a copy of a valid government-issued photo ID.

### 3. Emailing Your Application:

- Email your completed Residential Lease Application along with any necessary supporting documents to [themomenteffect@gmail.com](mailto:themomenteffect@gmail.com)
- When emailing, use the subject line: "Residential Lease Application – [Address] - [Your Full Name]".

### 4. Confirmation:

- Expect a confirmation email acknowledging receipt of your application within 24 hours. If you don't receive this, please follow up to ensure your application was received.

### 5. Questions or Assistance:

- Should you have questions about the application or require assistance with the application process, don't hesitate to contact:
  - Yomaira Santana
  - Phone: 787-513-1823

### 6. Processing Time:

- We appreciate your patience. Reviewing applications thoroughly can take some time. We'll communicate the status of your application as soon as possible.

# TENANTS REQUIREMENTS TO LEASE

## Important Notes:

- Ensure you've signed and dated your application.
- Make sure to provide accurate contact details so we can get in touch with you regarding your application.
- Always retain a copy of your completed application and supporting documents for your own records.
- Submit your application well before any deadline to ensure timely consideration.

We look forward to reviewing your application and appreciate your interest in our property!