

**Welcome to Texas Realty & Management Company! All occupants over the age of 18 must complete a separate online application and must pay a non-refundable \$55 application fee. In order to make this a smooth process, please note the following rental requirements and leasing procedures prior to beginning the application process as approval is based on these factors and application fees are non-refundable. The following items will be required for each applicant:**

- Identification – Driver License, state issued I.D. or U.S. passport
- Copy of Social Security card - All Non-US citizen applicants must provide a U.S. Permanent Resident Visa valid through the term of the lease
- Verification of income – Three months of most recent pay stubs or three most recent months of personal bank statements if self-employed or receiving social security benefits, military benefits, or child support
- A picture of any pets and a copy of current vet records o The following dog breeds (and mixes thereof) are not accepted: Rottweilers, Doberman Pincers, Pit Bulls, Akitas, Chows, Perro de Presna Canarios, Wolfdog hybrids, Mastiffs or other breeds at the homeowner’s discretion (please contact our office if unsure)
- Current and previous employer contact information
- Current and previous landlord contact information
- Dependent information

#### **Rental Amount:**

- Variable, depending on lease length
- Discount for longer lease
- Deposit will match rent amount unless notified otherwise

12 Month Lease \$ 1925.00

18 Month Lease \$ 1875.00

#### **Pet Deposits and Fees (no more than 2 pets – each must be under 20 lbs)**

- Pets are non-aggressive breeds
- \$350 non-refundable pet fee first pet
- \$350 refundable pet fee second pet

### **Rental Requirements**

#### **Income**

- Gross combined income of (3.5x) three and a half times the monthly rent.

#### **Credit History**

- 640+ credit score (if any applicants fall below this minimum, please contact our office before applying)

#### **Bankruptcies**

- No open bankruptcies
- Any previous bankruptcies must be discharged at least 12 months before the application submission date

### **Criminal History**

- The application will be denied for most categories of non-juvenile felony convictions that occurred up to seven years prior to the application date.
- For a complete list of criteria based on offense type and conviction results, please inquire.
- Felony convictions in the following offense categories result in auto-denials, regardless of when the offense occurred:
  - Sex related offenses
  - Terrorism related offenses
  - Theft by check related offenses
  - Worthless check related offenses

### **Rental History**

- Good rental or mortgage history
- Evictions: No evictions in the last seven years
- No outstanding debt owed to another landlord or property management company.

**All applications are considered on a case-by-case basis. If you have any concerns regarding the above-mentioned criteria, please contact our office before applying as application fees are non-refundable. Landlords reserve the right to deny applications in accordance with the Federal Fair Housing Act (FFHA) and the Fair Credit Reporting Act (FCRA).**