

Carlos Garcia Realty
5731 Gulf Freeway, Houston, TX 77023
(713) 928-5211
Tenant Selection Criteria

Dear Applicant,

Carlos Garcia Realty Inc. appreciates your interest in this property. In order for this office to process any application, **the following information and/or documents will be required from every applicant 18 years of age and older:**

- Residential Lease Application (TAR-2003)
- Information About Brokerage Services (TAR-2501)
- Copy of photo ID and Tax ID for each Applicant and Occupant who is 18 years of age and older.
- Copy of three (3) most recent pay stubs or supporting income documentation for all responsible parties only.
- **Application fee of \$40 for each Applicant/Occupant/Guarantor/Co-signer who is 18 years of age or older.**
- **All application fees must be in Certified Funds (money order, cashier's check, cash) and made payable to CGR Properties, Inc. and must be received in our office prior to processing the application. *No personal checks will be accepted.***
- **Move-in funds (first month's rent, additional deposits) are due in Certified Funds.**
- **The office will NOT process any incomplete applications.**

Additional information you may find useful for our approved application/move-in process.

General Info

We do not lease to:

- Section 8 or other housing assistance programs.
- Applicants that have been evicted from other properties.
- Applicants that owe other property owners or Landlords monies.
- Applicants that falsify information on their rental application.

Employment

Prospective tenants must have:

- Minimum of 3 times the rent in monthly income.
- Verifiable employment. Prefer individuals in his/her current position for 2 years.

Rental History

Minimum of one year verifiable rent history. The owner might consider less than one year, however, additional deposit may be required.

Criminal

We do not accept applicants that have a criminal record within the last 5 years. This includes but is not limited to a conviction of:

- Any felony.
- Crimes against people or property.
- Crimes involving the use, manufacture, sale or distribution of controlled substances.
- Crimes involving solicitation of prostitution.
- Gun possession.

However, it is the sole discretion of the property owner to qualify or disqualify an applicant that has a minor offense on his/her record.

Credit

Credit scores below 550 may require additional security deposits.

Pets

Case by Case Basis: Only one (1) pet; Non-aggressive breeds; Max. 25 Lbs.; \$250 Pet Deposit

I have read and understand the tenant screening criteria. I understand that the criteria is set by the property owner and can change at any time without notice.

Applicant Signature

Date

Co-Applicant

Date