

**Welcome to TBD Management a Wan Bridge Community**

**Fair Housing**

We are committed to compliance with all federal, state, and local fair housing laws. TBD Management, LLC will not discriminate against any person because of race, color, religion, national origin, sex, familial status, disability, or any other specific classes protected by applicable laws. TBD Management, LLC will allow any reasonable accommodation or reasonable modification based upon a disability-related need. The person requesting any reasonable modification may be responsible for the related expense.

Screening Determinations will include confirmation of legal identification, verification of minimum income requirements, consumer credit review, verification of rental history, as well as a criminal background website screening. Every person is screened independently for Fair Housing purposes. All screening will be applied uniformly and, in a manner, consistent with all applicable law, including the Texas and Federal Fair Housing Acts and the Federal Fair Credit Reporting Act. Rental history and criminal background are screened by Experian Credit Reports and the decision for acceptance or non-acceptance is made based on the requirements listed in this selection criteria.

**Occupancy Requirements**

Applicant Age: All applicants must be 18 years of age or older before applying. Applicants must complete the online rental application form through the property. All minors under the age of 18 must be listed as “occupants” on the application. The maximum number of residents permitted to dwell in a home shall not exceed one adult resident per bedroom count in the home (the “Occupancy Rate”). Subject to the limitation and condition of the Occupancy Rate, any dwelling or home shall not exceed the following maximum number of people permitted to dwell in a home:

|  |  |
| --- | --- |
| **Number of Bedrooms in the Home** | **Maximum People per Home based on dwelling space** |
| 3 Bedroom Home | 7 people but not to exceed the Occupancy Rate of one adult resident per bedroom |
| 4 Bedroom Home | 9 people but not to exceed the Occupancy Rate of one adult resident per bedroom |

**Identification Documents**

All applicants must present a valid government issued identification and must be presented prior to moving in. Social Security Card, Driver License, Passport, Visa will be accepted as valid government identification and must be legally issued by a State or Federal Government entity. Expired identification WILL NOT BE ACCEPTED.

**Rental Application Fees and Deposits**

• Rental Application Fee: $65.00 Houston Metro/$75.00 Austin and Dallas Metro non-refundable fee per each applicant over the age of 18 will be charged

• Administration Fee: $150.00 non-refundable fee per Household will be charged along with the rental application.

• Security Deposit – Upon approval, a Security Deposit is required within 48 hours of the application approval. If the deposit is not received within the 48-hour time frame, the application process will be canceled, and the application fee will be forfeited.

o Security Deposit is refundable at the end of the lease term and the home has been vacated with no damages and will be held in an escrow account until the move out date. At the time of move out, the deposit is first applied to the move out charges/balance due, then a standard $300 cleaning fee will be deducted from your security deposit. The remainder is then refunded within 30 calendar days of your move out date and will be mailed to the forwarding address provided on the required written notice to vacate following the Rental Lease Agreement.

o Security Deposits cannot be used to pay for the last month’s rent and will be forfeited if any false information is given on the application.

**Rental History**

No minimum requirement. However, if rental history is verified the following will apply: 3 late payments and/or NSF checks within 12 months may result in an increased deposit. Final recommendation will also be dependent on credit history, income, and employment.

**Income Requirement**

Total HOUSEHOLD MONTHLY GROSS INCOME must meet or exceed 3 times the amount of the monthly rent for the specific rental home desired. All sources of income must be disclosed and will be verified and are needed for the most recent 3 consecutive months. TBD Management team may require further details or more documents when only one source of income document is not sufficient to proof a stable income source:

Acceptable documentation for verifiable income varies based on the income source. Generally accepted documentation may include two consecutive (recent) paystubs, most recent tax returns, W2, Leave & Earnings Statement (LES), Statement of Social Security Benefits, I20 (International Students), etc. Final recommendation will also be dependent on rental, credit & employment history.

**Self-Employed**

Self-employed persons will be required to provide evidence to show business ownership and sufficient gross income.

• Business Ownership: Provide business license or permits are required for valid evidence of an on-going business operation and ownership.

• Business Gross Income: Most recently one year filed tax return documents showing monthly gross income must greater than 3 times the amount of the monthly rent.

• Bank Statements: Most recent three month’s bank statements showing monthly ending balances of three times or more of the market rent from gross income, not including business operation cost.

• Social Security, SSI, Veterans Affairs benefit letter. An award letter or statement is required from the Social Security Administration office or U.S. Department of Veterans Affairs. A copy of a bank statement with matching direct deposit from the Social Security Administration.

**Guarantors**

If a guarantor is presented as a condition of approval, a guarantor must meet our income qualification of 5 times the rent amount and agree to be responsible for your rental lease obligations. All spouses will be required to sign the Rent Guaranty Addendum.

Qualifications:

• The co-signer or guarantor must complete the online rental application form through the property website.

• The co-signer or guarantor must meet the minimum age requirement to be responsible for your lease obligations.

**Approval Criteria**

Each household applicant will have any of the three results: APPROVED, APPROVED with CONDITIONS, or DENIED.

**Approval Process**

• As the first person to complete this application, you will be considered the primary applicant, and you will be asked to provide information about additional occupants.

• Prices and special offers valid for new applicants only. Pricing and availability are subject to change at any time. Prices and specials are not guaranteed until you have paid the application fees.

• TBD Management requires that you purchase and provide proof of Renter's Insurance before move-in which will cover your rental period. A minimum of $100,000 in coverage is required and TBD Management LLC must be listed as an insured or interested party.

• Application decision is estimated to be made within 2 business days if no other supporting documents are required.

**Denial Determinations**

Any of the following determinations may lead to denial of application:

• Verified unpaid eviction and or rental collection showing on credit report or confirmed with landlord. • 3 or more late payments and/or NSF checks and/or noise complaints within a 12-month rental period (current and/or previous).

• Falsification of rental application.

• Open bankruptcy.

• Felony degree arrest, conviction, or deferred adjudication- age of arrest, conviction or deferred adjudication and offense will be considered; however, no homicide, sex crimes against a child or any person, crimes against children, or kidnapping convictions will be allowed.

• A conviction involving terroristic threats – regardless of the age of conviction was committed and regardless of time served.

• Misdemeanor arrest, conviction, or deferred adjudication- age of arrest, conviction or deferred adjudication and offense will be considered: however, no homicide, sex crimes against a child or any person, crimes against children, or kidnapping convictions will be allowed.

• Sexual Predators are a person seen as obtaining or trying to obtain sexual contact with another person in a metaphorically “predatory” or abusive manner. A sexual predator is listed on any local, state, or national sex offender registry. At no time are either Residents or occupants PERMITTED to reside at our communities managed by TBD Management if listed on a local, state, or national sex offender registry.

Applications that are denied, Application and Administration Fees are FORFEITED.

**Pets**

TBD Management communities are pet friendly. Please refer to the PET POLICY for specific restrictions, pet rules, and pet deposits. An assistance/service animal is not a pet. Reasonable accommodations will be made for assistance/service animal upon written request with evidence of disability requiring such assistance/service animal. Pet policy restrictions will not apply to households having a qualified service/assistance animal(s).

The following breeds, as well as any other breeds considered “aggressive”, are restricted from this community:

Pit Bull Terriers/Staffordshire Terriers

Rottweilers

Doberman Pinschers

Chow Chows

Presa Canarios

Akitas

Alaskan Malamutes

Wolf-hybrids

**HOA Rules**

The Resident must comply with any owner’s association rules or restrictive covenants affecting the property. The Resident will reimburse TBD Management for any fines or other charges assessed against TBD Management for violations by Residents of any owner’s association rule or restrictive covenant, and any resulting administrative fees assessed by TBD Management, or any other entity as provided by law.

By signing these Rental Qualification Criteria, you agree that the information you will provide on the Rental Application Form will be TRUE and Correct.

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Applicant Date

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