



Bringing Luxury Home

## LEASE APPLICATION REQUIREMENTS

### APPLICATION CHECKLIST:

- Completed Application form for each person over the age 18
- Copy of Drivers License or State ID for each person over the age of 18
- Proof of Income for the last 2 months
- If pets or service animal is allowed, provide photo of the animal.

### REQUIREMENTS IN ORDER TO PROCEED WITH THE APPLICATION:

1. All occupants 18 years of age and older must fill out an application form.
2. Each occupant over 18 years of age must provide a valid drivers license or state ID.
3. Send complete application forms with copies of drivers license, social security card and 4 most recent paystubs and please email to [anaremparas@kw.com](mailto:anaremparas@kw.com)
4. Applicant must specify a preferred move in date on application form.
5. Applicant will be notified by agent to do the background check at [www.mysmartmove.com](http://www.mysmartmove.com). This will run a background check on each applicant, which includes credit and criminal history, current and previous employment, and previous tenant history.
6. **Monthly Salary must be at least 3 times the Monthly Rent.**
7. **Credit Score of 650 or higher is preferred.**
8. **No Eviction Record.**
9. **One month Security Deposit is normal but landlord may require more security deposit depending on the credit history and income.**

### LEASE REQUIREMENTS AFTER APPROVAL:

1. Tenant is required to get renter's insurance.
2. First month's rent made payable to **Keller Williams in the form of Cashier's Check or Certified Check**
3. Security deposit equivalent to one-month full rent is payable to landlord/owner in the form of **Cashier's Check or Certified Check.**

PLEASE FOLLOW THESE INSTRUCTIONS FOR FASTER PROCESSING AND TO ELIMINATE DELAYS.