

Equal Housing

It is our expressed policy that we do not discriminate against anyone because of race, color, religion, sex, handicap, familial status, or national origin.

Before you apply to lease a home, please take the time to review our Residential Selection Criteria and Privacy Policy.

We do not lease to:

Applicants who falsify information on their rental application nor Applicants who cannot prove their legal residence status.

Occupancy

The house at **13960 Buckskin Drive, Willis, TX 77378** is a 4 bedroom, 2 bath and shall house a maximum household composition of **6 persons** with no more than **4 adults** (adults defined as 18 years of age or older).

****Additional occupancy at landlord's discretion. If allowed, it will require an increase to the rent and the deposit. ****

Note: Smoking in the house will not be permitted

Applications

All prospective tenants 18 years old or older are required to provide the following items to be screened (including spouse if married):

- A completed and signed application
- A copy of a government picture ID
- Most recent 3 months of pay stubs
- Most recent 3 months of bank statements (must show applicant name, date, financial institution name, all charges, and balance)
- A non-refundable application fee of \$75 per adult (via PayPal) must accompany each application

A comprehensive background check, including: Credit, Criminal, Eviction, Rental and Employment, and Income history will be completed and verified for each individual adult applicant.

Application(s) and information must be submitted via email in an organized and readable format. Incomplete, disorganized, or unreadable applications will not be processed, and **application fees are non-refundable**, no matter the point in the application process. Applications are only run during business hours (8am to 5pm) Monday through Friday.

All information in the rental application(s) regarding income verification, employment, criminal, credit, and landlord and rental history must be verified before a decision on the application can be made. A decision on an application may be delayed due to delays in the verification process. This could result in the home being offered to another applicant who submitted their application later, but the information was readily verifiable, which concluded in being able to make a decision of approval or disapproval and offer of home prior to another earlier dated rental application.

Application fees are non-refundable**Information to be verified for each adult applicant 18 years of age or older:**Criminal*

- No violent crimes within the past 10 years
- No drug convictions within the past 5 years

Income*

- Monthly rent shall not exceed 33% of gross monthly income of all applicants, and prospective tenants must have a MINIMUM of two years stable, verifiable employment (Gross Monthly Income must EXCEED 3x the Rent).

- The applicant must be: (a) currently employed full time and must have been employed for at least 22 months out of the 24 months preceding the date of the application(s); or (b) elderly or disabled. Full time employment shall mean at least 40 hours of paid employment per week.
- Employers who refuse to verify Applicant(s) income or length of employment may result in rejection.
- Self-employed applicant(s) whose income is necessary to qualify to rent must provide copies of six months of bank statements and the last two years of complete IRS tax filings to show stable income.
- Other income shall be verified by third party documentation or by documentation submitted by the applicant which in management's sole determination is deemed necessary.

Residence History*

The applicant(s) should have verifiable third-party rental history with non-related family/friends for at least 2 years preceding the date of application(s). Applicants may be disapproved if landlord references, credit report, or court records indicate, but not limited to, any of the following:

- Failure to pay rent, damages or other sums when due
- Repeated late payment of rent
- Disturbances, loud noise, fighting, physical violence and/or threats of physical violence against persons and/or property, drug related activity, gang related activity, and/or other conduct, which violates the right of quiet enjoyment by applicant, occupants, household members, guests, visitors or invitees.
- Allowing unauthorized persons to live/stay in the unit in violation of the lease
- Poor housekeeping habits or unauthorized pets
- Lease termination by the landlord; request to move by landlord; eviction actions or proceedings filed on the applicant(s); and/or non-renewal of lease for non-payment of rent, damages or other sums due, substantial or material violation of lease agreement, material non-compliance of the lease agreement, other good cause or for a violation of a lease.
- Damages to current or previous place of residence, common areas, or other units beyond normal wear and tear
- Lease violations or unwillingness or inability to abide by lease provisions and/or house rules
- Eviction within the last seven (7) years from the date of the application

Credit

A complete investigation of credit history of each applicant will be made and will require a satisfactory rating.

- Cannot have any recent re-possession.

The applicant(s) credit history must show the ability to pay rent on time. The applicant(s) may be disapproved if an applicant(s) credit report, landlord references, or court records show that the applicant or the co-applicant(s), if any, owe outstanding collections, judgments or contain evidence that a debt or sum of money is owed to any of the following:

- Current or prior landlord
- Utility provider
- A provider of telephone, cable, gas, or other service generally provided to a residence

Pets*

*****Max pet weight allowed due to size of home is 20 pounds*****

Pets may be accepted or declined at the owners' discretion. A non-refundable pet fee of \$250 and a refundable security deposit of \$300, plus \$35 in pet rent per month is required per pet (maximum of two). All pet fees and deposits are to be paid in full prior to move-in. We do not rent to owners of dangerous animals (determined by the owner and insurance company). Pets will be subject to visual inspection. Domestic animals only. The following dog breeds are NOT acceptable: Akitas, American Bulldogs, Beaucerons, Caucasian Mountain Dogs, Chows, Dobermans, Pinschers, German Shepherds, Great Danes, Pit Bulls, Rottweilers, Staffordshire Terriers, Wolf Hybrids, or any mix thereof, and any dog with a history of biting or aggressive behavior.

*****Max pet weight allowed due to size of home is 20 pounds*****

Exceptions

At the property owner's sole discretion, the requirements followed by () may be waived if the prospective tenant pays a significantly higher security deposit and/or a special situation exists regarding a requirement that is not met. The amount and/or final determination will be made by the owner and will depend on each individual situation.*

Procedures for Notifying Applicant(s) of Approval or Disapproval

Applicant(s) shall be disapproved if we are unable to verify income, rental, credit. False, incomplete, or misleading statements or omissions on the application(s) will result in disapproval of the rental applications(s). Falsifying information to obtain property or credit is a Class A misdemeanor.

We will notify you by email or phone listed in your application whether you've been approved within seven (7) days after we have received a completed application. Your application will be considered "disapproved" if we fail to notify you of your approval within seven (7) days after we have received a completed application. **You must not assume approval until you received actual notice of approval.**

The first Applicant who: 1) meets all the requirements above, 2) agrees to the deposit and rental terms within two business days of notification, 3) provides the appropriate deposit, plus applicable pet deposit, plus first month's rent, all paid in cash, money order, or cashier's check within 2 days of agreement, and 4) signs the lease agreement will be accepted as the Renter.

Acknowledgement

You declare that you have read and, if needed, had explained to you the information in this RESIDENT SELECTION CRITERIA document. You acknowledge that our PRIVACY POLICY is available to you.

Applicant's Signature: _____ Date: _____

Applicant's Signature: _____ Date: _____

Applicant's Signature: _____ Date: _____

Signature of Owner: _____ Date: _____