Lease Application Instructions

Please submit all lease applications to <u>niritiporwal23@gmail.com</u>. All applications will be presented to the landlord(s). To expedite your review and process, please make sure all documents below are included in submission:

- 1. Please provide a completed & signed TAR residential lease application for each occupant 18 or older.
- 2. Please provide copies of ID's for each occupant 18 or older. (Driver's license, passport, ID card, etc.)
- 3. Please provide copies of paystubs from the last 2 months. If your client has a unique situation, we will accept alternate proof of income in the form of bank statements and W2 (please mark out confidential information as necessary) or a letter from their employer.
- 4. Please email all documentation in a PDF file format.

All documentation will be provided to landlord(s) for review. If the landlord approves the application, a link will be sent for background / credit check on the email provided in the application.

All reports will be sent to the landlord(s) to review and make a final decision.

To expedite the application process, please follow these instructions closely.

Should you have any questions in reference to your application, please text 915-443-3321.

Thanks for your interest and I look forward to working with you.