

## Rental Application Guidelines

Thank you for considering one of our rental properties for your housing needs. To ensure a smooth application process, please review the following guidelines and make sure you meet the requirements outlined below:

**Individual Applications:** Each individual aged 18 and older must complete a separate rental application and pay the applicable application fee.

**Priority Approval:** Applications from various applicants may be considered until an application is approved. In case multiple applications are submitted before approval, the most qualified applicant will be approved.

**Application Submission Requirements:** The application must include the following items:

- Copy of Identification (Driver's License, State ID, Military ID, or Passport)
- Proof of income (last 2 paycheck stubs, 2 bank statements, or last 2 year tax returns for self-employee or 1099)
- Application Fee
- TX Residential Lease Application

**Qualifying Factors:**

- Net monthly income of at least three times the monthly rent
- 600+ FICO or higher deposit depends on case by case basis
- Good rental history, no evictions
- No criminal background

**Special Needs:** Discuss any special needs or requests in accordance with Federal Fair Housing Laws at the time of applying.

**Employment & Income Verification:**

- Employment and proof of income will be verified for each applicant.
- Acceptable income documentation includes offer letters, tax returns, paystubs, bank statements, social security disbursement letters, and child support documentation.



**Credit History:** Landlords will obtain a credit report to verify your credit and rental history. Unfavorable accounts may impact the decision, including unpaid judgments, write-offs, charge-offs, collection accounts, excessive late payments, and past due accounts.

**Past Rental History:** A history including lease violations, late payments, returned checks, non-payment of rent, current landlord disputes, or court proceedings may result in a declined application.

**Criminal History:** Local and national criminal databases will be checked for all occupants 18 years and older. No renting to persons required to register as a sex offender. Certain criminal histories may result in application rejection.

**Occupancy Standards:** Occupancy limits vary by the number of bedrooms, with one additional child allowed in each unit.

**Lease Guarantor:** A lease guarantor may be used under specific conditions, including verifiable income, familial relationship, residing within the United States, meeting credit and criminal history requirements, and having income equal to 4 times the rent.

**Pet Policy:** Each property owner sets their own pet policy, with the exception of large breeds, which are prohibited unless special condition apply. Pet screening is required for all pets. Additional non-refundable pet fees, deposits and monthly rent may apply. Support animals are not considered pets.

**Pet Screening:** Approved applicants must complete a pet screening for each pet, and a fee is applicable. This includes profile information, vaccinations, microchip details, and a special section for service/companion animals.

Please review these guidelines thoroughly and ensure that your application meets the specified requirements. If you have any questions or concerns, feel free to discuss them with us before submitting your application.

Sincerely,

