



16416 N Eldridge Pkwy • Tomball TX 77377
Office: (281) 893-6777
M-Thur. 9-5 Friday 9-noon Closed Weekends

Welcome to Texas Realty & Management Company! All occupants over the age of 18 must complete a separate online application and must pay a non-refundable \$55 application fee. In order to make this a smooth process, please note the following rental requirements and leasing procedures *prior to beginning the application process* as approval is based on these factors. *If there is a freeze on your credit report, it must be removed before you can continue, once application fee is paid, credit report is obtained automatically. Please note we do not provide copies of obtained credit reports.*

The following items will be required for each applicant:

- Identification – Driver License, state issued I.D. or U.S. passport
- Copy of Social Security card
 - All Non-US citizen applicants must provide a U.S. Permanent Resident Visa valid through the term of the lease - No Exceptions
- Verification of income – Three months of most recent pay stubs PLUS three most recent months of personal bank statements showing direct pay income as well as mortgage/rent payments, social security, retirement, military funds. If self-employed you must provide personal bank statements not business statements (items not needed can be blacked out for privacy, we just need to see your name on statement, address and the items requested). Child support is not counted as income.
- A picture of any pets and a copy of current vet records
 - The following dog breeds (and mixes thereof) are not accepted: Rottweilers, Doberman Pinsers, Pit Bulls, Akitas, Chows, Perro de Presna Canarios, Wolfdog hybrids, Mastiffs or other breeds at the homeowner's discretion (please contact our office if unsure)
- Current and previous employer contact information
- Current and previous landlord contact information
- Dependent information

Approval will be based on the following factors:

- Income - Combined, gross monthly income of 3.5x-4x the monthly rent
- Credit - Minimum 620 credit score (Experian) with no broken leases, rental collections, active bankruptcies, recent foreclosures or excessive collections (if any applicants fall below this minimum, please contact our office before applying)
- Rental history
- Criminal history

All applications are considered on a case-by-case basis. We continue to process applications until funds are received on an approved application. Applications are processed during office hours. If you have any concerns regarding the above-mentioned criteria, please contact our office before applying. Landlords reserve the right to deny applications in accordance with the Federal Fair Housing Act (FFHA) and the Fair Credit Reporting Act (FCRA).



**ADDENDUM TO LEASE AGREEMENT
TENANTS AGREEMENT OF TRAMCO'S POLICIES**

1. TENANT AGREES NOT TO INSTALL ANY BARS ON WINDOWS ON DOORS.
2. TENANT AGREES NOT TO HAVE A TRAMPOLINE ON THE PROPERTY.
3. TENANT UNDERSTANDS THAT INSPECTIONS MAY BE DONE ON THE PROPERTY THRUOUT THE TERM OF THE LEASE.
4. TENANT AGREES NOT TO CHANGE ANY LANDSCAPING WITHOUT OWNERS WRITTEN APPROVAL.
5. TENANT IS NOT TO MODIFY OR PAINT THE PROPERTY WITHOUT PRIOR WRITTEN APPROVAL FROM PROPERTY OWNER.
6. TENANT TO TAKE CARE THAT EXCESSIVE OIL STAINS ARE NOT ON THE DRIVEWAY OR GARAGE FLOORS.
7. TENANT AGREES TO CHANGE AIR FILTERS EVERY MONTH. ANY AIR CONDITIONER REPAIR THAT IS A RESULT OF FAILURE TO CHANGE FILTERS WILL BE TENANTS RESPONSIBILITY.
8. TENANT HAS VIEWED THE PROPERTY AND ACCEPTS THE PROPERTY IN "AS IS" CONDITION WITH THE EXCEPTION OF ANY NEGOTIATED AND APPROVED REPAIRS ON THE APPLICATION FORM.
9. TENANT IS RESPONSIBLE FOR FIRST \$75 OF EACH MAINTENANCE REPAIR EXCEPT THOSE STATED IN THE LEASE AS SOLE RESPONSIBILITY OF PROPERTY OWNER.
10. TENANTS ARE RESPONSIBLE FOR SMOKE DETECTOR BATTERY REPLACEMENT. IF IT IS FOUND DURING INSPECTIONS THAT BATTERIES ARE INOPERABLE OR MISSING. TENANT WILL BE CHARGED \$10 FOR EACH INSTALLATION. IF SMOKE DETECTORS ARE REMOVED BY THE TEANNT, TENANT WILL BE CHARGED \$35 FOR EACH REPLACEMENT.
11. TENANT AGREES NOT TO POUR GREASE DOWN KITCHEN SINK.
12. TENANT AGREES NOT TO STORE ITEMS IN THE ATTIC
13. TENANT AGREES NOT TO INSTALL SATALAITTE DISH ON ROOF
14. IF THERE IS A COMMUNITY MAILBOX, IT IS TENANTS RESPOSIBILITY TO TAKE COPY OF LEASE TO POST OFFICE TO OBTAIN KEYS AND PAY ANY FEE DUE.

THE FIRST PROPERTY INSPECTION WILL TAKE PLACE APPROXIMATELY 45 DAYS AFTER MOVE IN.

BY SIGNING BELOW, TENANT AGREES THAT THIS ADDENDUM BECOMES PART OF THE LEASE AGREEMENT.

TENANT

DATE

TENANT

DATE

TEXAS REALTY & MANAGEMENT CO.

Or signed for Landlord under written property management agreement:

By: _____