

LEASE APPLICATION INSTRUCTIONS

OPTION 1:

Each applicant age 18+ may complete the RentSpree online application via the link in the MLS listing. The \$40 fee is per person and is paid online directly to RentSpree for the application processing and credit and background check. Copy of photo ID and a recent paystub must be submitted via [a] email to rthorin@remax.net or [b] text to 832.723.0740.

OPTION 2:

Each applicant age 18+ may complete and submit the TREC Lease Application in the listing attachments and submit to the Listing Agent via email or text. Please note:

1. Each applicant must have their own unique email address;
2. Complete all fields of the application leaving nothing blank – if the info requested doesn't apply to the applicant, enter NA;
3. Residential address prior to current address is not required if applicant has been at current address for more than two (2) years;
4. Employment information prior to current employment or source of income is not required if applicant has been at current job for more than 2 years;
5. Be sure to include a contact person, a contact phone number, and a valid email address for previous landlord(s) and for employment supervisor(s) – rental history and employment *will be verified in writing*;
6. Be sure to sign and date pages 3 and 4;
7. Include two (2) recent paystubs, an offer letter, or employment verification letter with application along with a color copy of a photo ID;
8. Submit the completed application(s), including attachments, via: [a] email to rthorin@remax.net or [b] text to 832.723.0740.

After initial review and consultation with the Landlord, Listing Agent will send each applicant an invitation to MySmartMove (TransUnion) for credit and background check. Applicant pays application fee online.

NOTE: *credit score is less important than good rental history and verifiable income. Medical and cell service collections may be disregarded. Utility collections will be considered as part of the whole application package. Broken leases within the last five (5) years or any evictions resulting in money still due to a landlord may result in non-approval of the application(s). False information provided on the application or to credit/background check will result in immediate denial of applicant(s).*

Landlord's Tenant Selection Criteria For Property Located At:

The criteria below are being provided in reference to the above property.

Pursuant to the Texas Property Code, Section 92.3515, these Tenant Selection Criteria are being provided to you. The following constitute the basis upon which the Landlord will be making a decision to lease the Property to you.

If your application is denied based upon information obtained from your credit report, you will be notified. If other applicants are included with you on the lease, their information may have an effect on the Landlord's decision to lease. An application will be required from each prospective tenant and the Tenant Selection Criteria will apply for all applicants on the lease for this Property. A separate application and Tenant Selection Criteria form will be signed by each applicant. You will be notified of the Landlord's leasing decision.

1. **Criminal History.** The Landlord may perform a criminal history check on you to verify the information provided by you on the Lease Application. The Landlord's decision to lease the Property to you may be influenced by the information contained in the report.
2. **Previous Rental History.** The Landlord may verify your previous rental history using the information provided by you on the Lease Application. Your failure to provide the requested information, provision of inaccurate information, or information learned upon contacting previous landlords may influence the Landlord's decision to lease the Property to you.
3. **Current Income.** The Landlord may ask you to verify your income as stated on your Lease Application. Depending upon the rental amount being asked for the Property, the sufficiency of your income, along with the ability to verify the stated income, may influence the Landlord's decision to lease the Property to you.
4. **Credit History.** The Landlord may obtain, or request that you provide, a Credit Reporting Agency (CRA) report, commonly referred to as a credit report, in order to verify your credit history. The Landlord's decision to lease the Property to you may be based upon information obtained from this report. If your application is denied based upon information obtained from your credit report, you will be notified.
5. **Failure to Provide Accurate Information in the Application.** Your failure to provide accurate information on your application, or your provision of information that is unverifiable, will be considered by the Landlord when making the decision to lease the Property to you, including failure to disclose occupants, vehicles, or any animals.
6. **Terms and Conditions.** The Landlord may select a Tenant, in a multiple-offer lease situation, based on the rental amount, terms and conditions found preferable to the Landlord.
7. **Other. Sufficient monthly income, no violent felonies, no broken leases, and no evictions.**

I have read and understand the Tenant Selection Criteria detailed above.

Tenant Applicant Signature

Date

Tenant Printed Name



RESIDENTIAL LEASE APPLICATION

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Each occupant and co-applicant 18 years or older must submit a separate application.

Property Address: _____
Anticipated: Move-in Date: _____ Monthly Rent: \$ _____ Security Deposit: \$ _____
Initial Lease Term Requested: _____ (months)

A. Applicant Identification:

Applicant's name (as listed on proof of identification) _____
Applicant's former last name (if applicable) _____
E-mail _____ Mobile Ph. _____
Work Ph. _____ Home Ph. _____
Do you consent to receiving text messages? yes no Soc. Sec. No. _____
Driver License/ID No. _____ in _____ (state) Date of Birth _____
Height _____ Weight _____ Eye Color _____ Hair Color _____

Are there co-applicants? yes no **Note: If yes, each co-applicant must submit a separate application.**
Co-applicant's name _____ relationship _____
Co-applicant's name _____ relationship _____
Co-applicant's name _____ relationship _____

B. Property Condition:

Applicant has has not viewed the Property in-person prior to submitting this application.
Applicant is strongly encouraged to view the Property in-person prior to submitting any application.
Landlord makes no express or implied warranties as to the Property's condition. Applicant requests Landlord consider the following repairs or treatments should Applicant and Landlord enter into a lease:

_____.

C. Representation and Marketing:

Is Applicant represented by a REALTOR® or other agent? yes no
If yes, Name: _____
Company: _____
E-mail: _____ Phone Number: _____
Applicant was made aware of Property via:
 Sign Internet Other _____

D. Applicant Information:

Housing:

Applicant's Current Address: _____ Apt. No. _____

(city, state, zip)

Landlord or Property Manager's Name: _____

Email: _____

Phone: Day: _____ Nt: _____ Mb: _____ Fax: _____

Move In Date: _____ Move Out Date: _____ Rent \$ _____

Reason for move: _____

Applicant's Previous Address: _____ Apt. No. _____

(city, state, zip)

Landlord or Property Manager's Name: _____

Email: _____

Phone: Day: _____ Nt: _____ Mb: _____ Fax: _____

Move In Date _____ Move Out Date: _____ Rent \$ _____

Reason for move: _____

Employment and Other Income:

Applicant's Current Employer: _____

Address: _____ (street, city, state, zip)

Employment Verification Contact: _____ Phone: _____

Fax: _____ E-mail: _____

Start Date: _____ Gross Monthly Income: \$ _____ Position: _____

Note: If Applicant is self-employed, Landlord may require one or more previous year's tax return attested by a CPA, attorney, or other tax professional.

Applicant's Previous Employer: _____

Address: _____ (street, city, state, zip)

Employment Verification Contact: _____ Phone: _____

Fax: _____ E-mail: _____

Employed from _____ to _____ Gross Monthly Income: \$ _____ Position: _____

Note: Applicant is responsible for including the appropriate contact information for employment verification purposes.

Describe other income Applicant wants considered: _____

<p>Emergency Contact: (Do <u>not</u> insert the name of an occupant or co-applicant.)</p> <p>Name and Relationship: _____</p> <p>Address: _____</p> <p>City: _____ State: _____ Zip Code: _____</p> <p>Phone: _____ E-mail: _____</p>
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E. Occupant Information:

Name all other persons that are not co-applicants who will occupy the Property:

Name: _____	Relationship: _____	DOB: _____
Name: _____	Relationship: _____	DOB: _____
Name: _____	Relationship: _____	DOB: _____
Name: _____	Relationship: _____	DOB: _____

F. Vehicle Information:

List all vehicles to be parked on the Property (cars, trucks, boats, trailers, motorcycles, other types of vehicles):

<u>Type</u>	<u>Year</u>	<u>Make</u>	<u>Model</u>	<u>License Plate No./State</u>	<u>Mo. Payment</u>
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

Note: State, local, and/or HOA ordinances may restrict your ability to park certain vehicles on the Property.

G. Animals:

Will any animals (dogs, cats, birds, reptiles, fish, other types of animals) be kept on the Property?

yes no

If yes, list all animals to be kept on the Property:

<u>Type & Breed</u>	<u>Name</u>	<u>Color</u>	<u>Weight</u>	<u>Age in Yrs.</u>	<u>Gender</u>	<u>Neutered?</u>	<u>Bite History?</u>	<u>Rabies Shots Current?</u>	<u>Assistance Animal?</u>
_____	_____	_____	_____	_____	_____	<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/> Y <input type="checkbox"/> N
_____	_____	_____	_____	_____	_____	<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/> Y <input type="checkbox"/> N
_____	_____	_____	_____	_____	_____	<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/> Y <input type="checkbox"/> N
_____	_____	_____	_____	_____	_____	<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/> Y <input type="checkbox"/> N

If any of the animals listed above are assistance animals, please provide appropriate documentation with a reasonable accommodation request for the assistance animal(s).

H. Additional Information:

<u>Yes</u>	<u>No</u>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>

Will any waterbeds or water-filled furniture be on the Property?
 Does anyone who will occupy the Property smoke or vape?
 Will Applicant maintain renter's insurance?
 Is Applicant or Applicant's spouse, even if separated, in military?
 If yes, is the military person serving under orders limiting the military person's stay to one year or less?

Has Applicant ever:

<u>Yes</u>	<u>No</u>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>

been evicted?
 been asked to move out by a landlord?
 breached a lease or rental agreement?
 filed for bankruptcy?
 lost property in a foreclosure?
 been convicted of a crime? If yes, provide the location, year, and type of conviction below.

Yes No

 Is any occupant a registered sex offender? If yes, provide the location, year, and type of conviction below.

 Has applicant had any credit problems, slow-pays or delinquencies? If yes, provide more information below.

 Is there additional information Applicant wants considered?

Additional comments: _____

I. Authorization:

Applicant authorizes Landlord and Landlord's authorized agent, at any time before, during, or after any tenancy, to:

- (1) obtain a copy of Applicant's credit report;
- (2) obtain a criminal background check related to Applicant and any occupant; and
- (3) verify any rental or employment history or verify any other information related to this application with persons knowledgeable of such information.

Notice of Landlord's Right to Continue to Show the Property: Unless Landlord and Applicant enter into a separate written agreement otherwise, the Property remains on the market until a lease is signed by all parties and Landlord may continue to show the Property to other prospective tenants and accept another offer.

Privacy Policy: Landlord's agent or property manager maintains a privacy policy that is available upon request.

Fees: Applicant submits a non-refundable fee of \$ not more than \$50 to RentSpree or MySmartMove (entity or individual) for processing and reviewing this application.

Applicant submits will not submit an application deposit of \$ NA to be applied to the security deposit upon execution of a lease or returned to Applicant if a lease is not executed.

Acknowledgement & Representation:

- (1) Signing this application indicates that Applicant has had the opportunity to review Landlord's tenant selection criteria, which is available upon request. The tenant selection criteria may include factors such as criminal history, credit history, current income, and rental history.
- (2) Applicant understands that providing inaccurate or incomplete information is grounds for rejection of this application and forfeiture of any application fee and may be grounds to declare Applicant in breach of any lease the Applicant may sign.
- (3) Applicant represents that the statements in this application are true and complete.
- (4) Applicant is responsible for any costs associated with obtaining information.

Applicant's Signature

Date

For Landlord's Use:

On _____, _____ (name/initials) notified
 Applicant _____ by phone mail e-mail fax in person that Applicant was
 approved not approved. Reason for disapproval: _____



**AUTHORIZATION TO RELEASE INFORMATION
RELATED TO A RESIDENTIAL LEASE APPLICANT**

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I, _____ (Applicant), have submitted an application to lease a property located at _____ (address, city, state, zip).

The landlord, broker, or landlord's representative is:

<u>Rodney Thorin, Broker Associate RE/MAX PARTNERS</u>	(name)
<u>6605 Cypresswood Dr #250</u>	(address)
<u>Klein TX 77379</u>	(city, state, zip)
<u>(832)723-0740</u>	(phone)
<u>rthorin@remax.net</u>	(e-mail)

I give my permission:

- (1) to my current and former employers to release any information about my employment history and income history to the above-named person;
- (2) to my current and former landlords to release any information about my rental history to the above-named person;
- (3) to my current and former mortgage lenders on property that I own or have owned to release any information about my mortgage payment history to the above-named person;
- (4) to my bank, savings and loan, or credit union to provide a verification of funds that I have on deposit to the above-named person; and
- (5) to the above-named person to obtain a copy of my consumer report (credit report) from any consumer reporting agency and to obtain background information about me.

Applicant's Signature

Date

Note: Any broker gathering information about an applicant acts under specific instructions to verify some or all of the information described in this authorization. The broker maintains a privacy policy which is available upon request.