



Items needed to process applications Vestpro Residential:

We recommend getting the TAR application for Agent review. The online application is similar to the TAR application. **Please have your client sign and return the checklist. The checklist can be uploaded with the online rental application.** If there are issues filling out the online application, please contact - TenantReportX.com at 855-244- 2400 for assistance.

- **Required:** Anyone 18+ applies online at www.vestpro.net. All applicants must have a Social Security number. We are unable to run credit or background checks without a valid Social Security number. All documents can be uploaded online.
- **Required:** Most recent check stubs – If paid weekly 4, if paid bi-weekly or semi-monthly 2
- **Required** If starting a new job - offer letter or contract from new employer
- **Required** If moving from out of state or city outside of local area – Employment offer. If transferring with the same company a letter stating transfer from the employer or if the position is remote.

If claiming any of the below income sources as additional income.
- **Required** If receiving Child Support - payment statement or award letter.
- **Required** If receiving Retirement - Retirement letter of benefits and 2 bank statements showing payments.
- **Required** If receiving Disability or VA Benefits – SS award letter / VA award letter 2 bank statements showing payments.
- **Required** If renting – **Email address and phone number** to current landlord or apartments. All rental history is verified in writing. *If living with family please note that on the application.
- **Required** If you previously owned a home – Proof of ownership – Bill of sale, deed of trust or mortgage statement.
- **Required** Photos of any pets that are on the application. *If a service animal all required information to verify.
- **Required:** Color copies of ID
- **Required if Self-Employed:** Copy of most recent tax return personal and business. 2 months bank statements both personal and business (must show names). *Additional tax returns may be requested.
- **Criteria** – Must make 3 x rent (verifiable). No evictions. Good verifiable rental history. No broken leases. Credit score must be 600 +. Some homes may require a higher credit score (check listing for details). Items on the credit report will be considered, such as debt to income.

X _____
Signature

Date

X _____
Signature

Date

Missing items delay the application process. Applications are not processed on weekends. Please make sure to include Realtors' name and email address on the online application.