



Lease Application Procedures

Pursuant to Property Code Section 92.3515, these Tenant Selection Criteria are being provided to you. These are the minimum requirements. Please provide the following for each occupant over 18:

Residential Lease Application

- (1) Copy of TDL**
- (2) Three Month's Recent Paystubs**
- (3) Email Address**
- (4) Employment verification**

*****Please note we are aware of tenants providing fraudulent information to secure a lease. We will be verifying all information. Any fraudulent information such as pay stubs, bank statements, employment verification, etc. will be reported!**

After receipt and initial review by the landlord, we will forward the tenant(s) a link to pay for their application processing through mysmartmove.com. Once paid, the landlord will receive their reports for a complete review for consideration.

1. Criminal History: Landlord will perform a criminal history check on you to verify the information provided by you on the Lease Application. Landlord's decision to lease the Property to you may be influenced by the information contained in the report.
2. Previous Rental History: Landlord will 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 Landlord's decision to lease the Property to you.
3. Current Income : Landlord requires tenant must document **at least** ___3_ times the rent as their monthly income. The tenant applicant must provide at least ___3_ month(s) of recent paystubs. If self-employed, Landlord will require ___4__ months of bank statements and ___2__ years of tax returns.
4. Job History: Landlord will look at job history/stability.

5. Other Income: Including Child Support, Social Security or other will require __2__ months' worth of Bank statements showing deposits a letter from the court, Social Security or Financial Professional.

6. Landlord requires a clear copy and readable Driver's License for each Applicant 18 years or older.

7. Credit History: Landlord will obtain a Credit Reporting Agency (CRA) report, commonly referred to as a credit report, in order to verify your credit history. 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. **Minimum of 600 credit score required.**

8. Applications must be received for all persons 18 years or older that will occupy the property. The fee for each applicant is _____\$50_____.

9. Failure to Provide Accurate Information in Application: Your failure to provide accurate information in your application or your provision of information that is unverifiable will be considered by Landlord when making the decision to lease the Property to you.