

**DEB AMBROSI**

Broker

# Tenant Application Process

# Ambrosi Realty

Ambrosi Realty  
1603 S. Fry Road  
Katy, TX 77450  
713-730-8763



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# Tenant Application Process

Please review the following guidelines to expedite the Application Process:

1. Each individual 18 years or older that will occupy the property will need to complete a TAR 2003 Lease Application.
2. Pets may or may not be accepted on this listing. Please check the MLS.
3. A clear copy of your current Driver's License or Government Issued ID will be required for all applicants over 18 years old.
4. Please provide proof of income that matches the Application. We require 3 current paycheck stubs that show the year-to-date income. We also require a certifiable gross family income equal to 3-4 times the amount of rent. If you are self-employed, please submit your bank statements and/or tax returns for the last two years.
5. Successful applicants will be sent a link from TransUnion SmartMove and will pay for their own credit/criminal background check (\$45 per applicant).
6. Incomplete or non-legible applications will not be processed.
7. The Listing Agent will draft the lease contract and will email for signatures.
8. Security Deposit equal to first month's rent is due within 24 hours of lease application being accepted. This security deposit, in the form of a Cashier's Check, is to be made out to the Landlord's name or property management company.
9. First month's rent is due upon move-in date. The first month's rent must be a Cashier's Check made out to "Ambrosi Realty".
10. Prorated rent (if any) will be due on the first of the following month.

Please submit all Applications to:

**Deb@AmbrosiRealty.com**

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713-730-8763 | Deb@AmbrosiRealty.com | www.ambrosirealty.com



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# Tenant Selection Criteria

These criteria are being provided in reference to the Property located at the following address:

2927 Cambry Crossing Ct. \_\_\_\_\_ (Street Address)

Katy, TX 77494 \_\_\_\_\_ (City, State, ZIP)

Pursuant to Property Code Section 92.3515, these Tenant Selection Criteria are being provided to you. The following constitutes grounds upon which Landlord will be basing the decision to lease the Property to you. Based on the information you provide, Landlord may deny your application or may take other adverse actions against you (including, but not limited to, requiring a co-signer on the lease, requiring additional deposit or raising rent to a higher amount than for another applicant). If your Application is denied or another adverse action is taken based upon information obtained from your credit report or credit score, you will be notified.

- 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 the Landlord’s decision to lease the Property to you.
- 3. Current Income:** 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 Landlord’s decision to lease the Property to you.
- 4. 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.

\_\_\_\_\_ Initials



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## Tenant Selection Criteria (continued)

5. **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.

6. **Other:**

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## Acknowledgment of Selection Criteria

Signing this Acknowledgment indicates that you have had the opportunity the review the Landlord's Tenant Selection Criteria. The Tenant Selection Criteria may include factors such as Criminal History, Credit History, Current Income and Rental History. If you do not meet the Selection Criteria or if you provide inaccurate or incomplete information, your Application may be rejected and your Application Fee will not be refunded.

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Signature	Printed Name	Date
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Signature	Printed Name	Date
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# Tenant Responsibility and Early Termination Addendum

## Tenant Responsibilities

**Attic Space:** It is prohibited to store any materials in the attic space.

**External Piping:** External pipes must be protected from frost. Damaged pipes due to freezing will be the Tenant's responsibility to repair.

**Issue Reporting:** The Tenant MUST report all issues requiring repair promptly to the Landlord for correction.

Examples:

1. A/C problems
2. Leaking faucets, drywall damage due to leaks
3. Damaged, cracked or missing caulking around sinks, tubs and showers
4. Improper door, window, appliance operation
5. Cracked, damaged or loose floor or wall tiles
6. Malfunctions in the irrigation systems (if available)

Failure to report these types of issues will increase repair costs. Increased costs will be the Tenant's responsibility.

**Liability Insurance** (if applicable): At all times the lease is in effect, Tenant must, at Tenant's expense, maintain in full force and effect a public liability insurance policy in an amount not less than \$300,000 on an occurrence basis for losses related to the Property and pool and spa.

**Mold Prevention:** The Tenant is required to run the A/C system during the summer months and report any leaks.

**Pest Extermination (bugs):** It is the Tenant's responsibility to implement and maintain the Property with a bug control program. Receipts are required.

**Pest Extermination (rodents):** It is the Tenant's responsibility to notify the Landlord immediately upon noticing any rodents or signs of rodents.

**Pool Maintenance** (if applicable): Pool maintenance is included but the Tenant still has some responsibilities regarding the pool:

1. Pool water level must be maintained at an agreed level; failure to do so will result in pump failure.
2. Run the pool pumps during freezing temperatures; pool pumps are required to be run during freezing temperatures to avoid pump and plumbing damage.
3. Metal objects (items that can rust) and fertilizer must be kept out of the pool.
4. Report pool issues immediately.

Damage resulting in failure to perform these actions will be Tenant's responsibility to repair/correct.



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## Tenant Responsibility and Early Termination Addendum (continued)

**Regular Inspections:** The Landlord will conduct regular property inspections two times per year. These inspections will be scheduled at a mutually acceptable time.

**Warranty Service Fees** (if applicable): The Tenant will be charged the Home Warranty Service Fee if it is determined that the damage has been caused by the Tenant (i.e. inappropriate item flushed down the toilet).

**Yard Maintenance:** Please check the MLS and/or Agent for information about this particular lease.


- Front yard maintenance is included
- Front and backyard maintenance is included
- No maintenance is included. Tenant is responsible for front and backyard maintenance.

### Early Termination

If Tenant defaults on the Lease causing early termination thereof, Tenant will be responsible for all costs incurred until such time that the Property has been rented or said Lease Agreement has expired.

Costs will include:

1. Rent
2. Utility Costs (water, gas, electric, etc.)
3. Yard maintenance which includes watering, weeding, trimming and mowing
4. Re-listing fees
5. Re-keying fees

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Landlord Signature	Printed Name	Date
Tenant Signature	Printed Name	Date
Tenant Signature	Printed Name	Date

