



APPLICATION PROCESS

Homes To Go Realty is pleased that you are interested in leasing one of our properties! For us to accurately process your application without delay, the following information must be provided. **Applications are generally processed within 3 business days providing all verifiable documentation has been provided.**

The Property Owner(s) have the right of final approval of all applicants.

Each prospective tenant 18 years of age or older must submit a separate application (including each spouse if married). The cosigner must also submit a completed application. To process your application, each prospective tenant must:

- a) Submit one form of I.D.(Driver's license, Texas I.D., Passport or Visa)
- b) Complete, sign and date the online TurboTenant Application.
- c) Complete, sign and date the Authorization to Release Information Form including all telephone numbers and names of contact you resided and worked.
- d) Complete, sign and date the Information About Brokerage Service Form.
- e) Complete, sign and date the Application Process and leasing Qualification Forms, indicating you have read and understand the rental and qualification process.
- f) Submit a NON-REFUNDABLE application fee in the amount of \$55 for each applicant and cosigner.
- g) Complete, sign, date, and remit: Lease, Security, and Pet Deposit: No later than the 2nd day after notification of applicant approvals. Applicant must sign a written lease for the property and submit the Security and Pet Deposit (if allowed) in certified funds made payable to the landlord. The property will not be taken off the market until a deposit is rendered and a lease is executed.
- h) Property Acceptance: Prospective tenants are accepting the property in an as is condition. Requests for changes to the property may be submitted in writing with the application.
- i) A FULL MONTHS RENTIS DUE UPON MOVE IN. If you are moving in after the first of the month, the rent will be prorated and due on the first of the following month.

The property will not be taken off the market and will continue to accept additional applications until your application has been received, processed, approved and accepted, funds received, and the lease has been fully executed. In the case of multiple applications, the Owner has the right of final approval of applicants prior to acceptance.

NOTICE TO APPLICANTS

The personal information you have provided on your lease application is protected under the privacy act. This company has a privacy policy that is available upon request.

Applicants should satisfy any concerns regarding sex offenders in any area where they might consider residing. This information is available free of charge at www.records.txdps.state.tx.us Sex Offender Listings.

Applicants are responsible for verifying schools and square footage.

APPLICANT CHECKLIST

___ Turbo Tenant Residential Application

___ Application Fee of \$55 per applicant, paid to TurboTenant

___ Authorization to Release Information Related to a Residential Lease Application Form (Signed/Dated)

___ Information About Brokerage Services Form (Signed/Dated)

___ Copy of Driver's License

My signature below indicates that I had the opportunity to review the tenant selection criteria, notice to applicants and required items checklist. The tenant selection criteria may include factors such as criminal history, credit history, current income, and rental history. I understand that if I do not meet the selection criteria or if I provide inaccurate or incomplete information, my application may be rejected, and my application will not be refunded.

Signature

Date

Signature

Date