



## Tenant Application Packet

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**Please complete, sign and date the following**

**Residential Lease Application & Authorization to Obtain Credit Report/Background Check.**

**Return it back to our office along with \$35.00 cash, money order or check for processing.**

**All adults 18+ that are responsible for lease must apply.**

**Please allow up to 3 days for response.**

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# TEXAS RESIDENTIAL RENTAL APPLICATION

(1 form per applicant)

## APPLICANT

Applicant's Full Name: \_\_\_\_\_

Social Security Number: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Driver's License # & State of Issue: \_\_\_\_\_

Do any occupants smoke?  Yes  No

Are you in the military?  Yes  No

Do you have any pets?  Yes  No

Animal Type: \_\_\_\_\_ Breed: \_\_\_\_\_ Weight: \_\_\_\_\_ Age: \_\_\_\_\_

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Other Animals: \_\_\_\_\_

**Additional Info/Pets: (No Pit Bulls or Rottweilers)**

Shoal Flats 1 Townhomes: **2 Dog Limit**

Shoal Flats 2 Duplexes: **2 Dog Limit**

Shoal Flats 3 Duplexes: **1 Dog Limit**

## CURRENT RESIDENCE

Property Type:  Apartment |  Condo/Townhome |  Home |  Other: \_\_\_\_\_

Property Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Monthly Rent (\$): \_\_\_\_\_

Move-in Date: \_\_\_\_\_ Expected Move-out Date: \_\_\_\_\_

Reason for Moving: \_\_\_\_\_

Current Owner/Management Company: \_\_\_\_\_

Current Landlord Number: \_\_\_\_\_ Have You Given Notice?  Yes  No

**PREVIOUS RESIDENCE – If less than a year at current residence must provide.**

Property Type:  Apartment |  Condo/Townhome |  Home |  Other: \_\_\_\_\_  
Property Address: \_\_\_\_\_  
Monthly Rent (\$): \_\_\_\_\_  
Move-in Date: \_\_\_\_\_ Date Moved-out: \_\_\_\_\_  
Reason for Moving: \_\_\_\_\_  
Current Owner/Management Company: \_\_\_\_\_  
Current Landlord Number: \_\_\_\_\_

**CURRENT EMPLOYER**

Company Name: \_\_\_\_\_  
Employer's Address: \_\_\_\_\_  
Contact Number: \_\_\_\_\_ Position: \_\_\_\_\_  
Date Started: \_\_\_\_\_ Gross MONTHLY Income: \$ \_\_\_\_\_  
How often do you get paid? \_\_\_\_\_

**EMERGENCY CONTACT PERSON**

Full Name: \_\_\_\_\_ Contact Number: \_\_\_\_\_  
Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

**VEHICLE(S)**

Do you own a vehicle?  Yes (describe below)  No

Make: \_\_\_\_\_ Model: \_\_\_\_\_ Year: \_\_\_\_\_  
Color: \_\_\_\_\_ Plate #: \_\_\_\_\_ State: \_\_\_\_\_

Do you own a second vehicle?  Yes (describe below)  No

Make: \_\_\_\_\_ Model: \_\_\_\_\_ Year: \_\_\_\_\_  
Color: \_\_\_\_\_ Plate #: \_\_\_\_\_ State: \_\_\_\_\_

**LIST ALL OCCUPANTS UNDER THE AGE OF 18**

Name/Relationship/Birthday/Sex:

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

- \_\_\_\_\_
- \_\_\_\_\_

**BACKGROUND INFORMATION**

Have you ever been evicted or a defendant in an eviction action?  Yes  No

If yes, describe:

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Have you ever filed, or are you in the process of filing bankruptcy?  Yes  No

If yes, describe:

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Do you have any outstanding balances with past landlords?  Yes  No

If yes, describe:

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Have you ever been sued for property damages or un-paid rent?  Yes  No

If yes, describe:

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Have you ever been arrested, charged, or convicted of a felony or violent crime?  Yes  No

If yes, describe:

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Additional info you would like us to consider regarding any of the information on this application:

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**CONSENT & ACKNOWLEDGMENT**

I hereby certify that I am at least 18 years of age and that all information given on this application is true and correct. I authorize the Landlord and its agents to obtain an investigative consumer credit report including, but not limited to, credit history, OFAC search, landlord/tenant court record search, criminal record search and registered sex offender search. I authorize the release of information from previous or current landlords, employers, bank representatives, and personal references. I agree to furnish additional credit and/or personal references upon request. I understand incomplete or incorrect information provided in this application may cause a delay in processing which may result in denial of tenancy. This investigation is for resident screening purposes only and is strictly confidential. I hereby hold Landlord and its agents free and harmless of any liability for any damages arising out of any improper use of this information.

Important information about your rights under the Fair Credit reporting Act:

- You have a right to request disclosure of the nature and scope of the investigation.
- You must be told if information in your file has been used against you.
- You have a right to know what is in your file, and this disclosure may be free.
- You have the right to ask for a credit score (there may be a fee for this service).
- You have the right to dispute incomplete or inaccurate information. Consumer reporting agencies must correct inaccurate, incomplete, or unverifiable information.

Consumer Response Center, Room 130-A, Federal Trade Commission, 600 Pennsylvania Avenue N.W., Washington D.C. 20580.

In connection with my application for housing, I understand that the property owner/agent may obtain one or more consumer reports, which may contain public information, for the purposes of evaluating my application. These consumer reports will be obtained from one or more of the following consumer reporting agencies:

- Equifax, E.C.I.F., P.O. Box 740241, Atlanta, GA, 30374-0241, (800) 685-1111
- Trans Union, Regional Disclosure Center, 1561 Orangethorpe Ave., Fullerton, CA, 92631, (714) 738-3800
- Experian (TRW), Consumer Assistance, P.O. Box 949, Allen, TX, 75002, (888) 397-3742

These consumer reports are defined as investigative consumer reports. These reports may contain information on my character, general reputation, personal characteristics, and mode of living. In connection with my application for housing, I authorize owner/agent to obtain a consumer report from the consumer reporting agencies listed above.

**Applicant's Signature:** \_\_\_\_\_

**Printed Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_