



Application May Be Delivered As Follows:
 EMAIL: Lease@WGRealEstate.com
 FAX: 817-265-8082
 BY HAND TO: 2407 Lakeview Cir. Arlington, TX 76013

We do not discriminate based upon race, color, religion, national origin, handicap, or family status.

QUALIFYING STANDARDS

INCOME

Gross income must be at least 3 times the rent amount. Income may be combined among two or more applicants. We reserve the right to require a co-signer.

EMPLOYMENT

Employment must be permanent and verifiable. A two year work history and at least three months on same job are preferred. The last two paycheck stubs are required. If self-employed, copies of last 2 years tax returns and last 2 bank statements will be required.

RENTAL HISTORY

Two years of verifiable residency is required with no outstanding debt owed to landlord. Living in a home owned by a relative is not accepted as rental history. Owning a property can replace rental history but must be verifiable.

AGE

All applicants must be at least 18 years of age. All occupants 18 years of age or older must complete an application and are required to be listed as residents on the lease.

APPLICATION FEE & SECURITY DEPOSIT

A \$30 non-refundable application fee is due at time of application from each applicant. The fee also covers administrative expenses in processing application and is non-refundable. A hold deposit may be submitted at time of application but is not required. The TAR form "Agreement for Application Deposit and Hold on Property" must be submitted with application and fee if applicant would like to hold property and remove home from market. The hold fee will be applied to security deposit if approved. The hold fee is non-refundable if you back out after receiving approval. If information is falsified on application, application will be rejected and holding deposit will be non-refundable.

IDENTIFICATION

A valid and current photo ID must be provided along with application. This can be a driver's license, state ID, or Military ID.

CREDIT & BACKGROUND

Credit and background reports will be processed for each applicant contributing to income. If a credit problem is known by applicant, it is suggested an explanation be added to application. Chapter 7 bankruptcy must be discharged. Chapter 13 bankruptcy requires 12 months of current payments. Only a criminal background check will be done in the case of a full-time student or elderly parent not contributing to income. Our policy prohibits those with felony convictions involving delivery of controlled substance, sexual offences, endangerment of a minor, and violent crimes from being on the lease or living in our properties as a resident. Applicants may be declined on other offences depending on nature and time of the offence.

PETS

If owner allows pets, a designated pet deposit will be required per pet. Tenant will be responsible for any damage caused by pets. We do not allow any aggressive breed of dogs on our properties, which includes pit bull dogs, rottweilers, and dobermans.

REASONS FOR REJECTION

Applicants may be rejected for any of the following reasons:

- Prior eviction
- Criminal conviction -noted above
- Poor credit history (Explanations and additional security deposit amounts MAY be acceptable in some situations)
- Incomplete application which includes failure to sign application, no fee paid, and no valid ID provided
- Lack of or poor rental history which includes poor housekeeping, drug use, unruly or destructive behavior by applicant or applicant's children and guests, non-payment of rent or frequent late rent payments.
- Falsifying application
- Invalid/fictitious social security #
- Debt owed to previous landlord
- Insufficient income

I ACKNOWLEDGE THAT I HAVE READ AND FULLY UNDERSTAND THE ABOVE RENTAL QUALIFYING STANDARDS.

 Applicant

 Date



TEXAS ASSOCIATION OF REALTORS® RESIDENTIAL LEASE APPLICATION

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Each occupant and co-applicant 18 years or older must submit a separate application.

Property Address: _____
Anticipated: Move-in Date: _____ Monthly Rent: \$ _____ Security Deposit: \$ _____

Property Condition: **Applicant is strongly encouraged to view the Property prior to submitting any application.**
Landlord makes no express or implied warranties as to the Property's condition. Applicant requests Landlord consider the following repairs or treatments should Applicant and Landlord enter into a lease: _____

Applicant was referred to Landlord by:
 Real estate agent _____ (name) _____ (phone)
 Newspaper Sign Internet Other _____

Applicant's name (first, middle, last) _____
Is there a co-applicant? yes no *If yes, co-applicant must submit a separate application.*
Applicant's former last name (maiden or married) _____

E-mail _____ Home Phone _____
Work Phone _____ Mobile/Pager _____
Soc. Sec. No. _____ Driver License No. _____ in _____ (state)
Date of Birth _____ Height _____ Weight _____ Eye Color _____
Hair Color _____ Marital Status _____ Citizenship _____ (country)

Emergency Contact: *(Do not insert the name of an occupant or co-applicant.)*
Name: _____
Address: _____
Phone: _____ E-mail: _____

Name all other persons who will occupy the Property:
Name: _____ Relationship: _____ Age: _____
Name: _____ Relationship: _____ Age: _____
Name: _____ Relationship: _____ Age: _____
Name: _____ Relationship: _____ Age: _____

Applicant's Current Address: _____ Apt. No. _____

(city, state, zip)
Landlord or Property Manager's Name: _____
Email: _____
Phone: Day: _____ Nt: _____ Mb: _____ Fax: _____
Date Moved-In _____ Move-Out Date _____ Rent \$ _____
Reason for move: _____

Applicant's Previous Address: _____ Apt. No. _____

(city, state, zip)
Previous Landlord or Property Manager's Name: _____
Email: _____
Phone: Day: _____ Nt: _____ Mb: _____ Fax: _____

Residential Lease Application concerning _____

Date Moved-In _____ Date Moved-Out _____ Rent \$ _____
Reason for move: _____

Applicant's Current Employer: _____

Address: _____ (street, city, state, zip)

Supervisor's Name: _____ Phone: _____ Fax: _____

E-mail: _____

Start Date: _____ Gross Monthly Income: \$ _____ Position: _____

Note: If Applicant is self-employed, Landlord may require one or more previous year's tax return attested by a CPA, attorney, or other tax professional.

Applicant's Previous Employer: _____

Address: _____ (street, city, state, zip)

Supervisor's Name: _____ Phone: _____ Fax: _____

E-mail: _____

Employed from _____ to _____ Gross Monthly Income: \$ _____ Position: _____

Describe other income Applicant wants considered: _____

List all vehicles to be parked on the Property:

Type	Year	Make	Model	License/State	Mo.Pymnt.

Will any pets (dogs, cats, birds, reptiles, fish, and other pets) be kept on the Property? yes no

If yes, list all pets to be kept on the Property:

Type & Breed	Name	Color	Weight	Age in Yrs.	Gender	Neutered?	Declawed?	Rabies Shots Current?
						<input type="checkbox"/> yes <input type="checkbox"/> no	<input type="checkbox"/> yes <input type="checkbox"/> no	<input type="checkbox"/> yes <input type="checkbox"/> no
						<input type="checkbox"/> yes <input type="checkbox"/> no	<input type="checkbox"/> yes <input type="checkbox"/> no	<input type="checkbox"/> yes <input type="checkbox"/> no
						<input type="checkbox"/> yes <input type="checkbox"/> no	<input type="checkbox"/> yes <input type="checkbox"/> no	<input type="checkbox"/> yes <input type="checkbox"/> no
						<input type="checkbox"/> yes <input type="checkbox"/> no	<input type="checkbox"/> yes <input type="checkbox"/> no	<input type="checkbox"/> yes <input type="checkbox"/> no

Yes No

Will any waterbeds or water-filled furniture be on the Property?

Does anyone who will occupy the Property smoke?

Will Applicant maintain renter's insurance?

Is Applicant or Applicant's spouse, even if separated, in military?

If yes, is the military person serving under orders limiting the military person's stay to one year or less?

Has Applicant ever:

been evicted?

been asked to move out by a landlord?

breached a lease or rental agreement?

filed for bankruptcy?

lost property in a foreclosure?

had any credit problems (including any outstanding debt (e.g., student loans or medical bills)), slow-pays or delinquencies?

been convicted of a crime?

Is any occupant a registered sex offender?

Are there any criminal matters pending against any occupant?

Is there additional information Applicant wants considered?

Residential Lease Application concerning _____

Additional comments: _____

Authorization: Applicant authorizes Landlord and Landlord's agent, at any time before, during, or after any tenancy, to:

- (1) obtain a copy of Applicant's credit report;
- (2) obtain a criminal background check related to Applicant and any occupant; and
- (3) verify any rental or employment history or verify any other information related to this application with persons knowledgeable of such information.

Notice of Landlord's Right to Continue to Show the Property: Unless Landlord and Applicant enter into a separate written agreement otherwise, the Property remains on the market until a lease is signed by all parties and Landlord may continue to show the Property to other prospective tenants and accept another offer.

Privacy Policy: Landlord's agent or property manager maintains a privacy policy that is available upon request.

Fees: Applicant submits a non-refundable fee of \$ _____ to _____ (entity or individual) for processing and reviewing this application. Applicant submits will not submit an application deposit of \$ _____ to be applied to the security deposit upon execution of a lease or returned to Applicant if a lease is not executed.

Acknowledgement & Representation:

- (1) Signing this application indicates that Applicant has had the opportunity to review Landlord's tenant selection criteria, which is available upon request. The tenant selection criteria may include factors such as criminal history, credit history, current income and rental history.
- (2) Applicant understands that providing inaccurate or incomplete information is grounds for rejection of this application and forfeiture of any application fee and may be grounds to declare Applicant in breach of any lease the Applicant may sign.
- (3) Applicant represents that the statements in this application are true and complete.

Applicant's Signature _____

Date _____

For Landlord's Use:

On _____, _____ (name/initials) notified

Applicant _____ by phone mail e-mail fax in person that Applicant was

approved not approved. Reason for disapproval: _____



TEXAS ASSOCIATION OF REALTORS®

**AUTHORIZATION TO RELEASE INFORMATION
RELATED TO A RESIDENTIAL LEASE APPLICANT**

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I, _____ (Applicant), have submitted an application to lease a property located at _____ (address, city, state, zip).

The landlord, broker, or landlord's representative is:

_____	WG Real Estate Services	_____	(name)
_____	2407 Lakeview Cir.	_____	(address)
_____	Arlington, TX 76013	_____	(city, state, zip)
_____	(817) 226-3000	_____	(phone)
_____		_____	(817) 265-8082
_____		_____	(fax)
_____		_____	(e-mail)

I give my permission:

- (1) to my current and former employers to release any information about my employment history and income history to the above-named person;
- (2) to my current and former landlords to release any information about my rental history to the above-named person;
- (3) to my current and former mortgage lenders on property that I own or have owned to release any information about my mortgage payment history to the above-named person;
- (4) to my bank, savings and loan, or credit union to provide a verification of funds that I have on deposit to the above-named person; and
- (5) to the above-named person to obtain a copy of my consumer report (credit report) from any consumer reporting agency and to obtain background information about me.

Applicant's Signature

Date

Note: Any broker gathering information about an applicant acts under specific instructions to verify some or all of the information described in this authorization. The broker maintains a privacy policy which is available upon request.

 **Tenant Consent Form**

Acknowledgement/Authorization

Rental Property Address: _____

I certify and declare under penalty of perjury under relevant state and federal law that the information contained in my rental application is complete, true and accurate. I acknowledge that falsification or omission of any information may result in the immediate dismissal or retraction of an offer of tenancy.

In consideration of my application for tenancy, I hereby voluntarily consent to the release of any or all of the following information:

- Criminal Records
- Civil Cases
- Employment Verifications
- Driving Records
- Personal Identity Verifications
- Credit Reports

I authorize all persons and organizations that may have information relevant to this research to disclose such information. This original document plus its photocopies/facsimiles will be considered valid for only 60 days.

I understand that I have specific prescribed rights as a consumer under the federal Fair Credit Reporting Act ("FCRA") and have received a copy of those rights title "FCRA Summary of Rights."

Applicant Information

Prospective Tenant's Signature _____
Date

Print Name _____
Email

Present Address _____
City **State** **Zip Code**

Social Security Number _____
Date of Birth **Employer**



AmerUSA.net
An EUNTK Corporation service
3665 East Bay Drive #204-183
Largo, Florida 33771
Ph 727.725.4500 Fx 727.725.8600

FCRA Summary of Rights

A Summary of Your Rights - Under the Fair Credit Reporting Act

The federal Fair Credit Reporting Act (FCRA) is designed to promote accuracy, fairness, and privacy of information in the files of every "consumer reporting agency" (CRA). Most CRAs are credit bureaus that gather and sell information about you – such as if you pay your bills on time or have filed bankruptcy – to creditors, employers, landlords, and other businesses. You can find the complete text of the FCRA, 15 U.S.C. §§1681-1681u, by visiting www.ftc.gov. The FCRA gives you specific rights, as outlined below. You may have additional rights under state law. You may contact a state or local consumer protection agency or a state attorney general to learn those rights.

- **You must be told if information in your file has been used against you.** Anyone who uses information from a CRA to take action against you – such as denying an application for credit, insurance, or employment – must tell you, and give you the name, address, and phone number of the CRA that provided the consumer report.
- **You can find out what is in your file.** At your request, a CRA must give you the information in your file, and a list of everyone who has requested it recently. There is no charge for the report if a person has taken action against you because of information supplied by the CRA, if you request the report within 60 days of receiving notice of the action. You also are entitled to one free report every twelve months upon request if you certify that (1) you are unemployed and plan to seek employment within 60 days, (2) you are on welfare, or (3) your report is inaccurate due to fraud. Otherwise, a CRA may charge you up to eight dollars.
- **You can dispute inaccurate information with the CRA.** If you tell a CRA that your file contains inaccurate information, the CRA must investigate the items (usually within 30 days) by presenting to its information source all relevant evidence you submit, unless your dispute is frivolous. The source must review your evidence and report its findings to the CRA. (The source also must advise national CRAs – to which it has provided the data – of any error.) The CRA must give you a written report of the investigation, and a copy of your report if the investigation results in any change. If the CRA's investigation does not resolve the dispute, you may add a brief statement to your file. The CRA must normally include a summary of your statement in future reports. If an item is deleted or a dispute statement is filed, you may ask that anyone who has recently received your report be notified of the change.
- **Inaccurate information must be corrected or deleted.** A CRA must remove or correct inaccurate or unverified information from its files, usually within 30 days after you dispute it. **However, the CRA is not required to remove accurate data from your file unless it is outdated (as described below) or cannot be verified.** If your dispute results in any change to your report, the CRA cannot reinsert into your file a disputed item unless the information source verifies its accuracy and completeness. In addition, the CRA must give you a written notice telling you it has reinserted the item. The notice must include the name, address and phone number of the information source.
- **You can dispute inaccurate items with the source of the information.** If you tell anyone – such as a creditor who reports to a CRA – that you dispute an item, they may not then report the information to a CRA without including a notice of your dispute. In addition, once you've notified the source of the error in writing, it may not continue to report the information if it is, in fact, an error.
- **Outdated information may not be reported.** In most cases, a CRA may not report negative information that is more than seven years old; ten years for bankruptcies.
- **Access to your file is limited.** A CRA may provide information about you only to people with a need recognized by the FCRA – usually to consider an application with a creditor, insurer, employer, landlord, or other business.
- **Your consent is required for reports that are provided to employers, or reports that contain medical information.** A CRA may not give out information about you to your employer, or prospective employer, without your written consent. A CRA may not report medical information about you to creditors, insurers, or employers without your permission.
- **You may choose to exclude your name from CRA lists for unsolicited credit and insurance offers.** Creditors and insurers may use file information as the basis for sending you unsolicited offers of credit or insurance. Such offers must include a toll-free phone number for you to call if you want your name and address removed from future lists. If you call, you must be kept off the lists for two years. If you request, complete, and return the CRA form provided for this purpose, you must be taken off the lists indefinitely.
- **You may seek damages from violators.** If a CRA, a user or (in some cases) a provider of CRA data, violates the FCRA, you may sue them in state or federal court.

FOR QUESTIONS OR CONCERNS PLEASE CONTACT

Federal Trade Commission
Consumer Response Center- FCRA
Washington, DC 20580
1-877-FTC-HELP (1-877-382-4357)
www.ftc.gov

Initial



AmerUSA.net
An EUNTK Corporation service
3665 East Bay Drive #204-183
Largo, Florida 33771
Ph 727.725.4500 Fx 727.725.8600

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