

Agents:

Thank you very much for your efforts in viewing and showing this home. When submitting an application to lease, please include the following:

- 1) Complete CAR signed application for each adult tenant
- 2) Current credit report with scores for each adult tenant
- 3) Most recent 2 bank statements or other asset verification showing proof of funds to move-in
- 4) Most recent pay stubs or other income verification for each adult tenant
- 5) Please also identify and include any and all animals that may occupy the property, whether as a pet or support animal.
- 6) Introduction letter from your clients to the owners (optional but recommended)

A few additional notes for you:

The owners are flexible on terms for well-qualified tenants who submit complete application packages. However, the owner will not review any applications without supporting documentation, so I encourage you to get everything together before submitting. It will help your client look better to the owner and it will save a lot of time going back and forth for documentation.

The owner may require, a new credit/background report to be run by the listing agent, so if you do not already have the credit report run, it may be best to have the listing agent order the report. Should that be the case, the listing agent will provide the authorization forms and will need to collect a check in the amount of \$25 or each adult report run - before the report is ordered. Credit reports are usually returned the same day that they are ordered and each tenant will receive a copy of their individual reports.

This is a non-smoking property, which means that the owner will not allow any smoking or vaping of any kind in or on the premises by the tenants or their guests.

The owner will require any new tenants to carry renter's insurance and provide a copy of the policy within 30 days after acceptance.

This is a potential long term opportunity, as the owner has no intention of selling the property.

Thank you!