

# NOTICE OF ELIGIBILITY REQUIREMENTS

## TEN31 Property Management

Thank you for your interest in our property. If you do meet the below requirements and wish to tour, please reply to this email *After* touring our home, if you decide to apply to lease the property—a fee of \$60 per applicant will be collected for each occupant or co-applicant over 18 years old. All application fees are collected by a square link that will be sent via e-mail after we receive the applications and required documentation.

Please consider the following criteria for approval in renting a TEN31 Property Management home:

- Total, combined gross monthly income must be a minimum of 3-4 times the rent amount. Each applicant must provide the 2 most recent paystubs. (If self-employed, you must provide 3 months of business & personal bank statements and the most recent signed tax return.)
- Minimum credit score of 600 required, and total debt to income ratio must be less than 40%.
- Each applicant must provide a copy of a photo ID. (If any applicant is a non US resident, they will be asked for additional documentation.)
- Current or past landlord references will be checked.
- Credit and criminal background checks will be obtained for each applicant or co-applicant 18 years and older.
- If any applicant has a bankruptcy, it must be discharged and not open at the time of application.
- Each applicant must not have any outstanding judgments.
- Each applicant must not have any Landlord Collections.
- Each applicant must not have any Evictions.
- Each applicant must not have any Utility Collections.
- Our properties are NON-SMOKING- vaping and or cigarette smoking is not allowed.
- Credit and/ or criminal background may be discussed with us prior & presented to property owner. Any credit and or criminal record(s) will be at the discretion of the property owner and may affect approval of application.
- **All applications are subject to owner approval.**
- **Multiple applications may be submitted on a single property simultaneously.**
- **Application fees are non-refundable.**
- **PLEASE ALLOW up to 48 hours for processing & approval as this process may take some time.**

We do welcome pets into some of our homes, on a case by case basis. \*Please inquire as to specific property for more information.

We do not charge pet rent, however a **\$500 non-refundable pet fee (per pet) is required.**

- Pets MUST be 2 years of age or older.
- Pets MUST be 35lbs or smaller.
- A photo and vet record of the pet must be submitted with the application.
- Some breed restrictions for dogs will apply. Please contact office for approval prior to submission.
- Owner approval is required for any pet.
- Prior to application processing, owner must be made aware of any animal(s) to live on the premises.

If the application is approved, we ask that the security deposit be paid within 48 hours to our office at 6401 W. Eldorado Pkwy #332 McKinney, TX 75070. If not received, we may move forward with additional applications. All deposits must be paid in certified funds (cashier's check or money order). Until the lease is signed, the deposit is 100% refundable and the property will remain active on the market. Lease must be signed by all tenants, no later or sooner than 48 hours before the lease start date.

**Fair Housing** We are committed to compliance with fair housing laws and do not engage in unlawful discrimination on the basis of race, color, religion, sex, national origin, familial status, disability or any other characteristics protected by law. We do reserve the right to have differences in policies at our different properties. Upon request, we will make reasonable accommodations to rules, policies, practices, or services and allow reasonable physical modifications, when required for persons with disability access to and use of our property.

**Disclaimer** Management does not guarantee, warrant or represent that all residents and occupants meet the above criteria due to the length of residence in comparison to when criteria was implemented or amended coupled with the TEN31 Property Management, LLC.

### Acknowledgement

Signing this Notice of Eligibility Requirements indicates that Applicant has had the opportunity to review Landlord's tenant selection criteria and agrees to provide accurate information on the application prior to processing.

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Email: \_\_\_\_\_