

RENTAL APPLICATION INFORMATION AND QUALIFYING CRITERIA

McNICHOLAS REALTORS, INC.
1739 Babcock
San Antonio, Tx. 78229

Web Site: www.McNicholasRealtors.com

All persons desiring to lease a home managed by McNicholas Realtors, Inc. will be required to submit the following application packet.

1. Information About Brokerage Services - TAR 2501
2. Texas Association of Realtors Application - TAR 2003
3. Request for Rental Verification – TAR 2214
4. Rental Application Information and Qualifying Criteria (this form) – available from MLS associated docs or our web site

Be sure to notify the office, one of our agents or the broker that an application is being submitted.

To submit an application: Complete all forms, **scan as pdf** and e-mail to PegLangen@McNicholasRealtors.com, pay application fees online.

We require the application fee of \$50 per adult occupant to be paid in order to process the application. **We also require the security deposit to be paid in order to process the application.** Please submit application fees and security deposit through our website using the portal for PayLease.com. Note that the convenience fee for PayLease.com is less than \$3 per transaction, but if you choose to use your credit card, your credit card company may charge a convenience fee from \$25 to \$40. The application fee is non-refundable. Applicants will be expected to execute a lease within 48 hours of notification of approval. Unless otherwise indicated or negotiated, all leases must commence within 10 days from approval. Should the applicant fail to execute a lease within 48 hours of approval the deposit is forfeited.

SCREENING CRITERIA

McNicholas Realtors, Inc. is fully committed to equal housing and we comply fully with the Federal Fair Housing Act and all state and local fair housing laws. We do not discriminate on the basis of race, creed, color, religion, sex, national origin, age, HIV status, handicap status or familial status. Additionally it is our policy not to discriminate on the basis of sexual orientation, marital status or citizenship status.

In processing your application we will check credit history by obtaining a credit report from a credit reporting agency, verify rental history and current and previous employment as well as verify income from all sources and perform a criminal background check. Detailed screening criteria and privacy policies are available upon request. If an applicant has any concerns about any of the criteria we invite you to phone us to discuss your concerns in complete confidentiality. As a general rule, the monthly income needed to qualify is three times the monthly rental.

PETS

Owners of homes we manage may restrict pet numbers, breeds, sizes, etc. Please phone our office to obtain specifics on the property you are seeking to lease. We do not, however, allow any of the following canine breeds or mixed breeds: Pitt Bull, Doberman, Chow-Chow, Rottweiler, German Shepherd or Akita. There will be a pet fee required on all animals.

By your signature below, you are acknowledging that you have read the above criteria and have received a copy of this document.

Applicant

Co-Applicant

Date

Date