



**360 Realty
& Property Management**

(A LLC Corporation)

**Application Process / Screening Criteria
\$45 Application Fee Per Adult**

Thank you for applying with 360 Realty & Property Management (A LLC Corporation).

In order to better serve you, we feel it is imperative that you are made aware of and fully understand our application process and screening criteria.

A copy of Landlord's Residential Lease Agreement and customary terms and provisions are available on our website at www.360realtymanagement.com for your review prior to submitting your application.

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.
- Please list in the application any applicant request for landlord to consider regarding repairs or treatments should applicant and landlord enter into a lease.

(Quoted rents apply only to those who elect to use free online rent payment system a \$10 processing fee will be added for any other methods of payment)

Please have the following items ready before applying:

- **Last 2 addresses and Landlord Information**
- **Employer and Previous Employer: Names, Contact, Start Date, Salary**
- **Dependant Information**
- **Emergency Contact Information**

Have the following documents ready to UPLOAD when applying:

- 2 months of Paycheck Stubs or Income Verification
- copy of Renters Insurance
- Pet Picture (if applicable)
- Current Vet Records (if applicable)

You may also email your documents to 360@360realtymanagement.com

Business Relationship

We are licensed real estate agents in the state of Texas and we represent the Owner. The relationship between a landlord and tenant is a business relationship. A courteous and businesslike attitude is required from both parties. We reserve the right to refuse rental to anyone who is verbally abusive, swears, is disrespectful, makes threats, has been drinking, is argumentative, or in general displays an attitude at the time of the showing or during the application process that causes management to believe we would not have a positive business relationship.

Before going any further in applying for this home, there is a \$45 application fee per adult to complete this application. Everyone that is going to occupy the property that is eighteen (18) years of age or older must fill out an application and submit a \$45 non-refundable application fee.

We do not pre-screen Applications. Applicants are required to pre-screen themselves with the following criteria and will need to meet the requirements below. If you feel you meet these minimum requirements, you are encouraged to apply.

360 Realty & Property Management
(A Limited Liability Corporation)
PO Box 841602
Houston, Texas 77284
281-859-5959

Application Process & Screening Criteria: 360 Realty & Property Management (A LLC Corporation is committed to equal housing and we fully comply with the Federal Fair Housing Act (FFHA) and the Fair Credit Reporting Act (FCRA). We do not discriminate against persons because of race, color, religion, sex, handicap, familial status, national origin, age, sexual orientation, or gender identity. We also comply with all state and local fair housing laws. We offer application forms to everyone who request one.

Approval is based on seven factors:

- Income Verification
- Employment Verification and History
- Rental Verification and History
- Credit History
- Criminal Background Check
- Terrorist Database Search
- Pet Criteria

Identification-

Each applicant is required to provide a copy of a legible Government issued photo I.D.

You will be prompted to upload Identification when applying

Income Verification- Income should be a least three (3) times the monthly rent and verifiable from an unbiased source: -employer through pay stubs, tax returns, Your employment history should reflect at least 6 months with your current employer in Houston area. Transfers or relocations must have correspondence showing an accepted job offer. Any verification fees required by the employer must be paid by applicant. Applicants who do not meet the above employment or income requirements must submit Savings Account statements showing a minimum average balance equal to 6 months of rental payments, for the last 6 months.

Employment - We require verifiable employment history for a least the past three (3) years. You must be a permanent employee (not temporary or probationary). If you are self employed, retired, or not employed, we can accept such documents as signed tax returned (2 years minimum)