

ChrisO Properties LLC

30405 Dobbin Hufsmith Rd.

Magnolia, Texas 77354

281.681.0916 - chris@chrisoproperties.com

www.chrisoproperties.com

REALTORS, please read this carefully.

My name is Chris O'Rourke and I own and actively manage my rental homes. I utilize my own lease application available on www.chrisoproperties.com. And, I use Residential Lease Contracts from the Texas Apartment Association. The extent of your involvement is to procure and assist prospective tenants submit their lease application. Please send the original application, I do not accept copies or facsimiles. Once I receive the application, I deal directly with the prospective tenant and keep my realtor informed with the progress. More information about me and how I run my business is available on my web site. Thank you!

To begin the application process, we need the following **THREE** items to process your client's application:

1. A completed, signed & dated **APPLICATION FOR RENTAL**.
2. A non-refundable **APPLICATION PROCESSING FEE** of
 - **\$40.00** for one or two persons who are current Texas residents, or
 - **\$50.00 per person** for non-Texas residents.

Please note: Additional application processing fees are necessary for applicants who are not Texas residents, and for all occupants 18 years of age or older on the date of this application. **Please call for details.**
3. A photocopy of your client's driver's license(s) and most recent paystub(s).

Lease Qualifications. Please consider the following.

- A run a complete credit and criminal history for each applicant, co-applicant, lease guarantor, and all occupants 18 years or older.
- Monthly gross income must be 3 times the monthly rent. For example, if the rent is \$1200, an applicant must have at least \$3600 in monthly gross income.
- With respect to criminal histories, we do not lease to anyone with felony convictions, any convictions for violence, any drug convictions, and not more than one DWI/DUI. We do not rent to sex offenders.

Deposits. The typical deposit for someone with decent credit and a good rental history is the equivalent of one month's rent. In some cases, we may take a deposit equal to two or three month's rent, or we refer the tenant to a local company, **CoSignMyLease**.

Necessary Action. Please help your applicant complete and submit their application. We do not accept someone else's credit report; we run them. Applications are not processed without the application processing fee. We accept personal checks from someone once they become a tenant, but we do not accept personal checks during the application process. Cashier's checks or money orders only.

Upon receipt of this completed application and application fee, we will process the application and respond within three to five business days. If you are on a tight timeframe, please let me know and we will respond accordingly.

Make cashier's checks and money orders payable to 'Chris O'Rourke'.

APPLICATIONS MUST BE SIGNED BY ALL APPLICANTS BEFORE THEY CAN BE PROCESSED.

APPLICATION FOR RENTAL

Address# _____

Tentative Move-In Date: _____

How did you learn of this property? _____

APPLICANT / LEASE GUARANTOR

CO-APPLICANT

1. Full Name: _____
 Phone (Home): _____ - _____ - _____
 Phone (Work): _____ - _____ - _____
 Phone (Cell): _____ - _____ - _____
 Social Security Number: _____ - _____ - _____
 Date of Birth: _____
 Driver License Number: _____ State: _____
 Citizenship: _____

1. Full Name: _____
 Phone (Home): _____ - _____ - _____
 Phone (Work): _____ - _____ - _____
 Phone (Cell): _____ - _____ - _____
 Social Security Number: _____ - _____ - _____
 Date of Birth: _____
 Driver License Number: _____ State: _____
 Citizenship: _____

2. *List all residences for the past 3 years (start with current residence):*
 Address: _____ Apt: _____
 City, St, Zip: _____
 Move-in Date: _____ Move-out Date: _____
 Landlord or Manager: _____
 Phone: _____ - _____ - _____ Rent: \$ _____

2. *List all residences for the past 3 years if different from Applicant (start with current residence):*
 Address: _____ Apt: _____
 City, St, Zip: _____
 Move-in Date: _____ Move-out Date: _____
 Landlord or Manager: _____
 Phone: _____ - _____ - _____ Rent: \$ _____

Address: _____ Apt: _____
 City, St, Zip: _____
 Move-in Date: _____ Move-out Date: _____
 Landlord or Manager: _____
 Phone: _____ - _____ - _____ Rent: \$ _____

Address: _____ Apt: _____
 City, St, Zip: _____
 Move-in Date: _____ Move-out Date: _____
 Landlord or Manager: _____
 Phone: _____ - _____ - _____ Rent: \$ _____

Address: _____ Apt: _____
 City, St, Zip: _____
 Move-in Date: _____ Move-out Date: _____
 Landlord or Manager: _____
 Phone: _____ - _____ - _____ Rent: \$ _____

Address: _____ Apt: _____
 City, St, Zip: _____
 Move-in Date: _____ Move-out Date: _____
 Landlord or Manager: _____
 Phone: _____ - _____ - _____ Rent: \$ _____

Address: _____ Apt: _____
 City, St, Zip: _____
 Move-in Date: _____ Move-out Date: _____
 Landlord or Manager: _____
 Phone: _____ - _____ - _____ Rent: \$ _____

Address: _____ Apt: _____
 City, St, Zip: _____
 Move-in Date: _____ Move-out Date: _____
 Landlord or Manager: _____
 Phone: _____ - _____ - _____ Rent: \$ _____

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APPLICANT / LEASE GUARANTOR

CO-APPLICANT

3. **Current Employer:** _____
Address: _____
City, St, Zip: _____
Supervisor's Name: _____
Phone: _____ - _____ - _____ Monthly Inc. \$ _____
Position: _____
Length of Employment: _____

3. **Current Employer:** _____
Address: _____
City, St, Zip: _____
Supervisor's Name: _____
Phone: _____ - _____ - _____ Monthly Inc. \$ _____
Position: _____
Length of Employment: _____

Previous Employer: _____
Address: _____
City, St, Zip: _____
Supervisor's Name: _____
Phone: _____ - _____ - _____ Monthly Inc. \$ _____
Position: _____
Length of Employment: _____

Previous Employer: _____
Address: _____
City, St, Zip: _____
Supervisor's Name: _____
Phone: _____ - _____ - _____ Monthly Inc. \$ _____
Position: _____
Length of Employment: _____

4. **Bank Information**

<i>Checking Account Info</i>	<i>Savings Account Info</i>
Bank: _____	Bank: _____
Phone: _____ - _____ - _____	Phone: _____ - _____ - _____
Acct #: _____	Acct #: _____

4. **Bank Information**

<i>Checking Account Info</i>	<i>Savings Account Info</i>
Bank: _____	Bank: _____
Phone: _____ - _____ - _____	Phone: _____ - _____ - _____
Acct #: _____	Acct #: _____

5. **Occupants:** Other than Applicant, Co-Applicant & Lease Guarantor, list all persons who will occupy the property:

- a. Name: _____ Relationship: _____ Age: _____
- b. Name: _____ Relationship: _____ Age: _____
- c. Name: _____ Relationship: _____ Age: _____
- d. Name: _____ Relationship: _____ Age: _____

- 6. **Will any waterbeds or water-filled furniture be used in the property?** Yes No
- 7. **Will any occupant smoke on the property?** Yes No
- 8. **Will occupants maintain renter's insurance policy?** Yes No
- 9. **Do occupants own a vacuum cleaner?** Yes No
- 10. **Do occupants own lawn maintenance equipment?** *.<applies to single family homes>*..... Yes No

11. **List all vehicles to be parked on the Property (only cars, passenger trucks, and motorcycles allowed).**

- a. Type: _____ Year _____ Make & Model _____ License Plate #/State: _____
- b. Type: _____ Year _____ Make & Model _____ License Plate #/State: _____

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12. Pet Information

Will there be any pets on the Property? Yes No Number of Pets: _____

Pet Cat Dog Breed: _____ Weight: _____ Age: _____ Gender: Male Female

#1 Neutered: Yes No; Declawed: Yes No; Are vaccination & rabies shots maintained: Yes No

Pet Cat Dog Breed: _____ Weight: _____ Age: _____ Gender: Male Female

#2 Neutered: Yes No; Declawed: Yes No; Are vaccination & rabies shots maintained: Yes No

Other (e.g. fish, birds, reptiles, etc.) and explain manner in which kept: _____

13. Background Information

- a. Has Applicant, Co-Applicant, Lease Guarantor or any other occupant ever been evicted? Yes No
- b. Has Applicant, Co-Applicant, Lease Guarantor or any other occupant ever filed bankruptcy? Yes No
- c. Has Applicant, Co-Applicant, Lease Guarantor or any other occupant ever lost property due to foreclosure? Yes No
- d. Has Applicant, Co-Applicant, Lease Guarantor or any other occupant ever had credit problems? Yes No
- e. Has Applicant, Co-Applicant, Lease Guarantor or any other occupant ever been convicted of a crime? Yes No
- f. Are any criminal matters pending against Applicant, Co-Applicant, Lease Guarantor or any other occupant? Yes No
- g. Does Applicant, Co-Applicant, Lease Guarantor or any other occupant utilize illegal recreational drugs? Yes No
- h. If the answer to any of the preceding questions is yes, please explain below. (Attach additional sheets if necessary.) _____

14. Military Information

- a. Is Applicant, Co-Applicant or Lease Guarantor a member of the military?
 No; Active Duty; Active Reserve; Inactive Reserve
- b. Has Applicant, Co-Applicant or Lease Guarantor requested or received military orders transferring Applicant, Co-Applicant or Lease Guarantor within the term of this lease? Yes No
- c. Is Applicant, Co-Applicant or Lease Guarantor currently serving temporary orders limiting Applicant, Co-Applicant or Lease Guarantor's ability to fulfill this lease? Yes No

15. In case of emergency, notify:

Name: _____ Phone (Home): _____ - _____ - _____
Relationship: _____ Phone (Work): _____ - _____ - _____
Address: _____ Apt: _____ Phone (Cell): _____ - _____ - _____
City, St, Zip: _____

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16. **Lease Guarantor.** Much like co-signing a loan, we allow someone to guarantee the lease. As such, the guarantor simply becomes an additional named party to the lease. Please have them complete another copy of this lease application. Submit both your and the guarantor's application at the same time. Lease guarantors must reside in The Woodlands, Conroe, Spring, Tomball and Magnolia area.
17. **Representation.** Applicant, Co-Applicant and/or Lease Guarantor represent that the above statements are true and complete. Providing false information is grounds for rejection, termination of lease, and retention of money tendered to Landlord as liquidated damages.
18. **Authorization.** Applicant, Co-Applicant and/or Lease Guarantor authorize Landlord, or persons designated by Landlord, to:
- a. Obtain current and future consumer or credit reports related to this application and during the term of the lease;
 - b. Verify any rental history, employment history, or any other information related to this application; and
 - c. Discuss information in this Application and consumer / credit report with Landlord and Landlord's Broker.
19. **Application Processing Fee.** Applicant, Co-Applicant and/or Lease Guarantor have submitted the following non-refundable application processing fee with this application to Landlord:
- a **non-refundable** fee of **\$ 40.00** for processing this Application for Texas residents;
 - a **non-refundable** fee of **\$ _____** for processing this Application for _____ (qty; \$50ea.) **non-Texas residents**;

Make cashier's checks and money orders payable to 'Chris O'Rourke'.

Submit the **original** Application for Rental along with the Application Processing Fee.

Applicant or Lease Guarantor's Signature

Co-Applicant's Signature

FOR CHRISO PROPERTIES USE ONLY

- 1. Application received on (date): _____
- 2. Applicant was notified of approval; non-approval; on (date) _____
- 3. Applicant was notified by telephone; US Mail; Fax, In person
- 4. Names of persons to whom above notice was actually given: _____