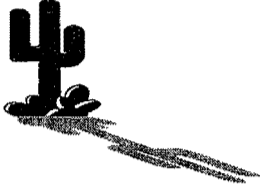




APPLICATION QUALIFICATIONS

1. Income a minimum three (3) times property rent
2. No late pays in last six (9) months
3. No bankruptcy less than 2 years old
4. No UNPAID rental collections on credit or judgments
5. Verifiable rental history (2) years
6. Copy of orders to Ft Hood (if applicable)
7. 2 months pay stubs or LES (if applicable) all parties
8. Verifiable income (2) years or more
9. If there are 2 or more adults, application applies to all parties.
10. (2) forms of ID required
11. If guarantor is required, all qualifications apply as same (applicant)



TRG Property Management
 2602 S Ft Hood St # 102
 Killeen, TX 76542
 (254) 526-0399
Rentals@TRGsells.com



Qualifications and Guidelines

TRG Property Management does business in accordance with the Federal Fair Housing Law. We do not discriminate against any person because of race color, religion, sex, handicap, familial status, marital status, sexual orientation, or national origin. We require ALL ADULTS (persons 18 years of age or older) who will be occupying the dwelling to fill out a rental application—even if they are only going to be listed as an “occupant” who will not be signing the lease as a resident. It is the property owner’s decision to allow roommates to lease the property

1. Complete the application along with a \$40.00 (single) \$60.00 (couples) non-refundable application fee, (\$40.00 per additional applicant over 18 yrs old and/or for roommates). Once your application is approved 24-48 hours, (BUSINESS DAYS); you have 24 hours to bring in the security deposit.
2. The security deposit will hold the property for 7 days unless an extension is granted. Otherwise the property will go to the next applicant. **Security deposit will vary due to credit history.** The Security Deposit is placed on the property to hold possession of the property. The security deposit is to “HOLD” property, from another person interested. **The security deposit WILL BE FORFEITED BY APPLICANT/ NEW TENANT; IF YOU CHANGE YOUR MIND, OR DO NOT MOVE INTO THE PROPERTY.**
3. Credit reports will determine if the rental application is accepted denied. We make no prior determination.
4. You must have a VERIFIABLE monthly income equal to 3 times the amount of the rent. If you receive any additional income such as SSI, child support, etc. that you want us to consider you must provide proof of such said income.
5. We verify at least one-year favorable rental history with no unpaid rental judgements, or evictions. NO late pays in the last 6 months and NO bankruptcy less than 1(one) year old.
6. Pet fees are \$250.00 PER pet and are NON- refundable for the properties that accept pets. **NO Pitbulls, Rottweilers German Shepherds, Bull dogs or Dobermans are accepted.**
7. We will not give possession to the property until all deposits and rents are paid and the lease is fully executed.
8. On move-in day, you will receive a lease packet that will contain the Lease, Addendum’s, Utility Letter, Move-in Inventory, Company Business card, Locksmith Letter, Keys, Garage door Opener (if applicable), Security Code (if applicable), and HUD Letter (properties built before 1978).
9. Rent is due on the 1st of the month payable in CASHIER CHECK or MONEY ORDER only. You may pay by ALLOTMENT or ACH (account debited monthly). Sorry we are not equipped for credit/debit cards. **NO CHECKS ACCEPTED.**
10. If moving in during the last (7) seven days of the month, your security deposit, prorated rent & first full month’s rent are required, made payable to TRG Property Management in money order or cashiers check only. **We do not accept personal checks.**
11. **Proof of Renter’s Insurance is required within 48hours of signing lease agreement & TRG Property Management as insured.**
12. **Tenant needs to come in PERSON to office & fill out a TRG 30 day NOTICE FORM & given a cleaning checklist. Need to have receipt for carpet cleaning professionally there is a \$ 50.00 fee for FINAL MOVEOUT INSPECTION. UTILITIES NEED to stay connected (7) business days after move out or an ADDITIONAL FEE of \$ 150.00 will be CHARGED to TENANT. WE DO NOT RELEASE FOR MILITARY QUARTERS. You will be RESPONSIBLE as well as LIABLE for the TERM of LEASE. Whichever day the notice is given (30) days is required and FULL MONTH RENT DUE. Security deposit CANNOT be put towards RENT. If repairs are need there is an additional \$ 50.00 fee for inspection of repairs.**

We are here to provide you with the best property management service possible. Please don’t hesitate to ask us for our help. If we don’t have the answer, we’ll find it.

PLEASE BE ADVISED THAT WE DO NOT RELEASE FOR MILITARY QUARTERS!!!!
WE DO HAVE A MILITARY CLAUSE FOR TRANSFERS!

I, (we) have read & understand the above qualifications and guidelines that TRG Rentals has put forth.

 Prospective Tenant Date

 Prospective Tenant Date

 Owner or Representative Date

Approved by the Texas Real Estate Commission for Voluntary Use

Texas law requires all real estate licensees to give the following information about brokerage services to prospective buyers, tenants, sellers and landlords.

Information About Brokerage Services

Before working with a real estate broker, you should know that the duties of a broker depend on whom the broker represents. If you are a prospective seller or landlord (owner) or a prospective buyer or tenant (buyer), you should know that the broker who lists the property for sale or lease is the owner's agent. A broker who acts as a subagent represents the owner in cooperation with the listing broker. A broker who acts as a buyer's agent represents the buyer. A broker may act as an intermediary between the parties if the parties consent in writing. A broker can assist you in locating a property, preparing a contract or lease, or obtaining financing without representing you. A broker is obligated by law to treat you honestly.

IF THE BROKER REPRESENTS THE OWNER:

The broker becomes the owner's agent by entering into an agreement with the owner, usually through a written - listing agreement, or by agreeing to act as a subagent by accepting an offer of subagency from the listing broker. A subagent may work in a different real estate office. A listing broker or subagent can assist the buyer but does not represent the buyer and must place the interests of the owner first. The buyer should not tell the owner's agent anything the buyer would not want the owner to know because an owner's agent must disclose to the owner any material information known to the agent.

IF THE BROKER REPRESENTS THE BUYER:

The broker becomes the buyer's agent by entering into an agreement to represent the buyer, usually through a written buyer representation agreement. A buyer's agent can assist the owner but does not represent the owner and must place the interests of the buyer first. The owner should not tell a buyer's agent anything the owner would not want the buyer to know because a buyer's agent must disclose to the buyer any material information known to the agent.

IF THE BROKER ACTS AS AN INTERMEDIARY:

A broker may act as an intermediary between the parties if the broker complies with The Texas Real Estate License

Act. The broker must obtain the written consent of each party to the transaction to act as an intermediary. The written consent must state who will pay the broker and, in conspicuous bold or underlined print, set forth the broker's obligations as an intermediary. The broker is required to treat each party honestly and fairly and to comply with The Texas Real Estate License Act. A broker who acts as an intermediary in a transaction:

- (1) shall treat all parties honestly;
- (2) may not disclose that the owner will accept a price less than the asking price unless authorized in writing to do so by the owner;
- (3) may not disclose that the buyer will pay a price greater than the price submitted in a written offer unless authorized in writing to do so by the buyer; and
- (4) may not disclose any confidential information or any information that a party specifically instructs the broker in writing not to disclose unless authorized in writing to disclose the information or required to do so by The Texas Real Estate License Act or a court order or if the information materially relates to the condition of the property.

With the parties' consent, a broker acting as an intermediary between the parties may appoint a person who is licensed under The Texas Real Estate License Act and associated with the broker to communicate with and carry out instructions of one party and another person who is licensed under that Act and associated with the broker to communicate with and carry out instructions of the other party.

If you choose to have a broker represent you, you should enter into a written agreement with the broker that clearly establishes the broker's obligations and your obligations. The agreement should state how and by whom the broker will be paid. You have the right to choose the type of representation, if any, you wish to receive. Your payment of a fee to a broker does not necessarily establish that the broker represents you. If you have any questions regarding the duties and responsibilities of the broker, you should resolve those questions before proceeding.

Real estate licensee asks that you acknowledge receipt of this information about brokerage services for the licensee's records.

Buyer, Seller, Landlord or Tenant

Date

Texas Real Estate Brokers and Salespersons are licensed and regulated by the Texas Real Estate Commission (TREC). If you have a question or complaint regarding a real estate licensee, you should contact TREC at P.O. Box 12188, Austin, Texas 78711-2188 or 512-465-3960.



01A

TREC No. OP-K



2602 S Ft. Hood ST. Suite 102
Killeen TX, 76542
254-526-0399
254-630-8565

RENTAL PAYMENT POLICY

1. ALL Rentals payments are due on the (1st) day of each month
2. Payments must be made to account balance in full. *NO partial payments*
3. All funds received will be applied to account charges in the order that the charges were incurred, (first in-first out)
4. Pet Fees are requires to be paid in full, prior to allowing any animal on the property.
5. All payments can be made by MONEY ORDER OR CASHIER'S CHECK.
6. No cash accepted for any transaction
7. For ACH accounts we need a VOIDED check if checking, if savings account routing number, account number & name of bank
8. We accept payments through ALLOTMENT

There are no exceptions to this policy

I have read and understand the rental payment policy

Landlord

Tenant

Date



To all customers of TRG Property Management:

This letter is in reference to TRG Property Management's use of social security numbers and personal information. The use of your social security numbers and all personal information is used only to perform a credit check in order to determine rental status. All information is kept on file and secured for the duration of the lease. All files will be retained for one year after the lease expires and will then be disposed of properly for your security and the security of TRG Property Management. Personal information will not be forwarded to any company for any reason(s) except for collection purposes only.

If you have any questions or concerns, please give us a call.

Thank You,

TRG
PROPERTY MANAGEMENT
254-630-8565

TRGSells.com

Signature

Date

Signature

Date

Received on _____ (date) at _____ (time)



TEXAS ASSOCIATION OF REALTORS® RESIDENTIAL LEASE APPLICATION

USE OF THIS FORM BY PERSONS WHO ARE NOT MEMBERS OF THE TEXAS ASSOCIATION OF REALTORS® IS NOT AUTHORIZED.
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Each occupant and co-applicant 18 years or older must submit a separate application.

Property Address: _____

Anticipated: Move-in Date: _____ Monthly Rent: \$ _____ Security Deposit: \$ _____

Applicant was referred to Landlord by:

Real estate agent _____ (name) _____ (phone)
 Newspaper Sign Internet Other _____

Applicant's name (first, middle, last) _____

Is there a co-applicant? yes no *If yes, co-applicant must submit a separate application.*

Applicant's former last name (maiden or married) _____

E-mail _____ Home Phone _____

Work Phone _____ Mobile/Pager _____

Soc. Sec. No. _____ Driver License No. _____ in _____ (state)

Date of Birth _____ Height _____ Weight _____ Eye Color _____

Hair Color _____ Marital Status _____ Citizenship _____ (country)

Emergency Contact: Name: _____

Address: _____

Phone: _____ E-mail: _____

Name all other persons who will occupy the Property:

Name: _____ Relationship: _____ Age: _____

Name: _____ Relationship: _____ Age: _____

Name: _____ Relationship: _____ Age: _____

Name: _____ Relationship: _____ Age: _____

Applicant's Current Address: _____ Apt. No. _____

(city, state, zip)

Landlord's Name: _____ Email: _____

Phone: Day: _____ Nt: _____ Mb: _____ Fax: _____

Date Moved-In _____ Move-Out Date _____ Rent \$ _____

Reason for move: _____

Applicant's Previous Address: _____ Apt. No. _____

(city, state, zip)

Previous Landlord's Name: _____ Email: _____

Phone: Day: _____ Nt: _____ Mb: _____ Fax: _____

Date Moved-In _____ Date Moved-Out _____ Rent \$ _____

Reason for move: _____

Applicant's Current Employer: _____

Address: _____ (street, city, state, zip)

Supervisor's Name: _____ Phone: _____ Fax: _____

E-mail: _____

Start Date: _____ Gross Monthly Income: \$ _____ Position: _____

Note: If Applicant is self-employed, Landlord may require one or more previous year's tax return attested by a CPA, attorney, or other tax professional.

Residential Lease Application concerning _____

Applicant's Previous Employer: _____
Address: _____ (street, city, state, zip)
Supervisor's Name: _____ Phone: _____ Fax: _____
E-mail: _____
Employed from _____ to _____ Gross Monthly Income: \$ _____ Position: _____

Describe other income Applicant wants considered: _____

List all vehicles to be parked on the Property:

Type	Year	Make	Model	License/State	Mo.Pymt.

List all pets to be kept on the Property (dogs, cats, birds, reptiles, fish, and other pets):

Type & Breed	Name	Color	Weight	Age	Gender	Neutered?	Declawed?	Rabies Shots Current?
						<input type="checkbox"/> yes <input type="checkbox"/> no	<input type="checkbox"/> yes <input type="checkbox"/> no	<input type="checkbox"/> yes <input type="checkbox"/> no
						<input type="checkbox"/> yes <input type="checkbox"/> no	<input type="checkbox"/> yes <input type="checkbox"/> no	<input type="checkbox"/> yes <input type="checkbox"/> no

	Yes	No	Explanation
Will any waterbeds or water-filled furniture be on the Property?	<input type="checkbox"/>	<input type="checkbox"/>	_____
Does anyone who will occupy the Property smoke?	<input type="checkbox"/>	<input type="checkbox"/>	_____
Will Applicant maintain renter's insurance?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Is Applicant or Applicant's spouse, even if separated, in military?	<input type="checkbox"/>	<input type="checkbox"/>	_____
If yes, is the military person serving under orders limiting the military person's stay to one year or less?	<input type="checkbox"/>	<input type="checkbox"/>	_____
Has Applicant ever:			
been evicted?	<input type="checkbox"/>	<input type="checkbox"/>	_____
been asked to move out by a landlord?	<input type="checkbox"/>	<input type="checkbox"/>	_____
breached a lease or rental agreement?	<input type="checkbox"/>	<input type="checkbox"/>	_____
filed for bankruptcy?	<input type="checkbox"/>	<input type="checkbox"/>	_____
lost property in a foreclosure?	<input type="checkbox"/>	<input type="checkbox"/>	_____
had <u>any</u> credit problems, slow-pays or delinquencies?	<input type="checkbox"/>	<input type="checkbox"/>	_____
been convicted of a crime?	<input type="checkbox"/>	<input type="checkbox"/>	_____
Is any occupant a registered sex offender?	<input type="checkbox"/>	<input type="checkbox"/>	_____
Are there any criminal matters pending against any occupant?	<input type="checkbox"/>	<input type="checkbox"/>	_____
Is there additional information Applicant wants considered?	<input type="checkbox"/>	<input type="checkbox"/>	_____

Authorization: Applicant authorizes Landlord and Landlord's agent, at any time before, during, or after any tenancy, to:
(1) obtain a copy of Applicant's credit report;
(2) obtain a criminal background check related to Applicant and any occupant; and
(3) verify any rental or employment history or verify any other information related to this application with persons knowledgeable of such information.

Notice of Landlord's Right to Continue to Show the Property: Unless Landlord and Applicant enter into a separate written agreement otherwise, the Property remains on the market until a lease is signed by all parties and Landlord may continue to show the Property to other prospective tenants and accept another offer.

Residential Lease Application concerning _____

Privacy Policy: Landlord's agent or property manager maintains a privacy policy that is available upon request.

Fees: Applicant submits a non-refundable fee of \$ 40.00 S/60.00 C for processing and reviewing this application and (check only one box if applicable):

- (1) \$ _____ to be applied to the security deposit upon execution of a lease or returned to Applicant if a lease is not executed.
- (2) an Application Deposit of \$ _____ in accordance with the attached Agreement for Application Deposit and Hold on Property (TAR No. 2009 or similar agreement).

Acknowledgement & Representation:

- (1) Signing this application indicates that Applicant has had the opportunity to review Landlord's tenant selection criteria, which is available upon request. The tenant selection criteria may include factors such as criminal history, credit history, current income and rental history.
- (2) Applicant understands that providing inaccurate or incomplete information is grounds for rejection of this application and forfeiture of any application fee and may be grounds to declare Applicant in breach of any lease the Applicant may sign.
- (3) Applicant represents that the statements in this application are true and complete.

Applicant's Signature

Date

For Landlord's Use:

On _____, _____ (name/initials) notified

Applicant _____ by phone mail e-mail fax in person that Applicant was

approved not approved. Reason for disapproval: _____



TEXAS ASSOCIATION OF REALTORS®

**AUTHORIZATION TO RELEASE INFORMATION
RELATED TO A RESIDENTIAL LEASE APPLICANT**

USE OF THIS FORM BY PERSONS WHO ARE NOT MEMBERS OF THE TEXAS ASSOCIATION OF REALTORS® IS NOT AUTHORIZED.
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I, _____ (Applicant), have submitted an application
to lease a property located at _____
_____ (address, city, state, zip).

The landlord, broker, or landlord's representative is:

_____	(name)
_____	(address)
_____	(city, state, zip)
_____	(phone)
_____	(fax)
_____	(e-mail)

I give my permission:

- (1) to my current and former employers to release any information about my employment history and income history to the above-named person;
- (2) to my current and former landlords to release any information about my rental history to the above-named person;
- (3) to my current and former mortgage lenders on property that I own or have owned to release any information about my mortgage payment history to the above-named person;
- (4) to my bank, savings and loan, or credit union to provide a verification of funds that I have on deposit to the above-named person; and
- (5) to the above-named person to obtain a copy of my consumer report (credit report) from any consumer reporting agency and to obtain background information about me.

Applicant's Signature

Date

Note: Any broker gathering information about an applicant acts under specific instructions to verify some or all of the information described in this authorization. The broker maintains a privacy policy which is available upon request.