



2915 JANE LONG LEAGUE DRIVE

RICHMOND, TEXAS 77406

APPLICANT INFORMATION & TENANT CRITERIA



MINIMUM QUALIFICATIONS

- Income: 3x monthly rent (verified by pay stubs or tax returns)
- Credit: 600+ TransUnion score preferred
- Criminal History: Reviewed in accordance with HUD guidelines
- Lease Term: 12 months
- Move-In: Within 30–45 days of approval



PETS

- Case-by-case approval
- Permitted: 1 pet with a 35 lb or less weight preferred
- Must be spayed/neutered, microchipped, and current on vaccinations
- Third-party pet screening required
- Applicants without pets must register as “No Pets”

INSURANCE BREED RESTRICTIONS

Due to insurance requirements, the following dog breeds are not permitted (or any mix of these breeds):

Akita, Alaskan Malamute, American Staffordshire Terrier, Boxer, Bull Terrier, Bull Mastiff, Chow Chow, Giant Schnauzer, Great Dane, Mastiff, Neapolitan Mastiff, Ovtcharka, Pit Bull, Presa Canario, Rhodesian Ridgeback, Rottweiler, Siberian Husky, Staffordshire Bull Terrier, Wolf or Wolf Hybrid, any breed of guard dog such as a Doberman Pinscher, German Shepherd, or any mix of these breeds.



PROPERTY INFORMATION

- Refrigerator, washer, & dryer offered in their AS-IS condition.
- Lawn care and Pool service are included in the rental rate.
- The pool includes an attached spa area; however, the heater has been removed.



FEES

ITEM	AMOUNT
Application Fee	\$50 per adult
Employment Verification (if required)	Additional \$50
Security Deposit	Minimum one month’s rent
Pet Fee	Based on third-party evaluation



REQUIRED DOCUMENTS

- Completed TXR Residential Lease Application
- Color copy of Driver’s License
- Color copy of Social Security Card
- Income Verification
 - Employees: Last 3 pay stubs
 - Self-employed: Last 2 years’ tax returns



SUBMIT YOUR APPLICATION

- Email: jen@continuityhouston.com
- Text to Confirm: 405-227-7222
- Processing Time: 3–5 business days (excluding weekends)



BEFORE YOU APPLY

- Complete every field (no blanks)
- Submit all documents in one email
- Self-employed businesses must be active with the Texas Comptroller
- Animal vaccination records required



WE DO NOT ACCEPT

- Housing vouchers
 - Smoking
 - Co-signers or guarantors
 - ITIN holders or Social Security cards marked “For Work Purposes Only”
- Utility collections
 - Broken leases
 - Prior evictions
 - Unresolved landlord disputes
 - Zelle deposits or bank statements as proof of income
 - Incomplete applications



Residential Lease Application concerning _____

Yes No

☐ ☐

Is any occupant a registered sex offender? If yes, provide the location, year, and type of conviction below.

☐ ☐

Has applicant had any credit problems, slow-pays or delinquencies? If yes, provide more information below.

☐ ☐

Is there additional information Applicant wants considered?

Additional comments: _____

I. Authorization:

Applicant authorizes Landlord and Landlord's authorized 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.

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 **\$50.00** to **Continuity Corporation** (entity or individual) for processing and reviewing this application.

Applicant ☐ submits ☒ will not submit an application deposit _____ to be applied to the security deposit upon execution of a lease or returned to Applicant if a lease is not executed.

Acknowledgment & 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.
- (4) Applicant is responsible for any costs associated with obtaining information.

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: _____



**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®, INC. 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:

Continuity Corporation	(name)
11280 Braes Forest Drive	(address)
Houston, TX 77071	(city, state, zip)
(405)227-7222	(phone)
jen@continuityhouston.com	(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.