

RENTAL APPLICATION INSTRUCTIONS

Property Address: 1900 Bay Area Blvd, Unit Q 186, Houston, TX 77058

1. Fill out the entire TREC (Texas Real Estate Commission) application form for each occupant over the age of 18 (failure to complete form entirely will delay or prevent processing).
2. Include names, relationship and age of all intended occupants.
3. Print applicant's name and sign full signature on page 4.
4. Include a photo copy of each applicant's drivers license.
5. Include drivers license copies and two most recent pay stubs for each applicant on the lease. Income must be at least 3 times the monthly rent to be considered. The landlord requires good/excellent credit (minimum score 700), stable and verifiable work/rental history; no criminal record or record of prior evictions.
6. Upon notice of Landlord preliminary approval, Landlord's Agent will email each applicant with a link to pay the application fee of \$49 to authorize credit report and nationwide criminal background check via www.mysmartmove.com. Failure to complete this process will prevent further processing of the application package and final approval by the Landlord.
7. Upon notice of FINAL Landlord approval, security deposit and first month's rent must be paid, as well as all lease documents signed, for lease contract to be considered fully executed.
8. **NOTE:** The landlord will consider pets on a case by case basis. No cats allowed. Requests for assistance animals will require proper written documentation per HUD guidelines.

Return all documents to:

Teresa Hogrefe
Keller Williams Clear Lake
18050 Saturn Lane, Suite 100
Houston, TX 77058
Email: teresahogrefe@kw.com
Phone: (713) 817-3168

WARM HEARTH, LLC
LANDLORD RULES & REGULATIONS
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1. Tenant understands that any person over the age of 18 visiting the Property for a period of 7 or more days during lease term must apply with Landlord and HOA to be added to the lease, whether the days are consecutive or non-consecutive.
2. NO SMOKING shall be permitted inside the house/building or any storage area.
3. Tenant and guests are to be considerate of neighbors, especially after 10:00pm.
4. Tenant shall not store items in the attic.
5. Tenant will provide proof of insurance within 10 days after commencement date of the lease.
6. After first 10 days of Lease (date move-in inventory form is due back to Landlord), Tenant shall reimburse the first \$100 of repairs paid outside the parameters noted as Landlord's responsibility per the terms noted in Lease (Paragraphs 17 and 18).
7. Nothing may be attached (nail, screw, tape, etc.) to the outside of the house; and, Tenant understands only patio furniture is allowed on the patio.
8. Minor damages/repairs are to be fixed immediately (i.e., broken blinds, oil spots in assigned parking spaces, etc.) by the Tenant at Tenant's expense after notifying Landlord for approval.
9. Tenant shall not erect or build any structures on the Property.
10. Tenant shall be responsible for all guests and their actions.
11. Inspection stickers and license renewals on all vehicles must be kept up to date.
12. Guests are not allowed to have pets on the Property. Verifiable documentation in accordance with HUD guidelines must be provided for emotional support animal, and Tenant must obtain prior written Landlord and HOA approval.
13. Tenant agrees to replace filters for HVAC system monthly.
14. Tenant is to keep property clean, inside and out, maintaining yard work, planting beds, and quarterly pest control. Tenant agrees to return property to Landlord in the same made ready condition as at time of move-in, including detailed cleaning of interior.
15. Tenant understands there will be a required annual home inspection. Please be advised there will be interior photos taken during these annual inspections to send to Landlord and Tenant agrees to have home clean and tidy.
16. Should HOA issue a fine to Tenant for any rules violations during the term of the lease, Tenant agrees to pay on or before the stated deadline or be liable also for additional fees imposed.

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I/We, the Tenant(s) named below, agree to all the above rules and regulations, and understand that this document is a binding part of the Lease Agreement.

Tenant 1 (Sign & Print name) Date
Tenant Phone Number: _____
Tenant Email: _____

Tenant 2 (Sign & Print Name) Date
Tenant Phone Number: _____
Tenant Email: _____

Tenant 3 (Sign & Print name) Date
Tenant Phone Number: _____
Tenant Email: _____

Tenant 4 (Sign & Print Name) Date
Tenant Phone Number: _____
Tenant Email: _____