# **TNT Properties Real Estate Tenant Application Guidelines**

### Introduction

Thank you for expressing interest in a property managed by TNT Properties Real Estate. Our commitment to excellence is reflected in our application process, designed to ensure fairness and transparency. This document outlines the requirements and procedures for prospective tenants applying to lease a property managed by TNT Properties Real Estate. Please read the following guidelines carefully before submitting your application.

## **Application Requirements**

1. **Application Submission**: Each prospective tenant aged 18 or older is required to submit a separate, fully completed application. Incomplete applications will not be considered.

2. **Application Fee**: A non-refundable application fee is required for processing. This fee covers the costs associated with background checks and administrative expenses.

3. **Income Verification**: Proof of stable and sufficient income is necessary. Applicants must provide recent pay stubs, tax returns, or other verifiable documentation.

4. **Credit and Background Checks**: TNT Properties Real Estate conducts credit and background checks on all applicants. A history of bankruptcy, foreclosure, or significant delinquency may negatively impact the application.

5. **Rental History**: Applicants must provide a verifiable rental history. References from previous landlords will be contacted to ascertain the applicant's reliability and adherence to lease terms.

6. Identification: Valid government-issued identification is required for all applicants.

7. **Guarantors and Co-Signers**: In certain cases, a guarantor or co-signer may be required. This individual must complete a separate application and meet all the criteria applicable to tenants.

8. **Occupancy Standards**: TNT Properties Real Estate adheres to local and federal occupancy standards. The number of occupants per rental unit is limited according to these guidelines.

9. **Pet Policy**: Pets are subject to approval by TNT Properties Real Estate. A separate pet agreement must be signed, and additional fees or deposits may be required.

10. **Application Processing Time**: Applications are processed on a first-come, first-served basis, typically within 5-7 business days.

11. **Equal Housing Opportunity**: TNT Properties Real Estate operates in compliance with all federal, state, and local fair housing laws. We do not discriminate based on race, color, religion, national origin, sex, familial status, disability, or any other basis protected by applicable laws.

## **Application Approval and Lease Signing**

Upon approval of the application, a lease agreement will be prepared for signing. All adult occupants must sign the lease. The security deposit and first month's rent must be paid at the time of lease signing. Failure to sign the lease and pay the required amounts within the specified timeframe may result in the cancellation of the application approval and the property being offered to other applicants.

#### Conclusion

We appreciate your cooperation and attention to detail in completing the application. Should you have any questions or require assistance during the application process, please do not hesitate to contact TNT Properties Real Estate.