



NEOTECH REALTY RENTAL POLICY AGREEMENT

Before applying, please make sure you meet our rental application requirements.

- To qualify, you should have a positive rental history that is verifiable. Credit should be in good standing, with no evictions or unlawful detainers. Household income should be at least three times the rent amount in gross income. We do not accept Cosigners. Fico Score over 680.
- All prospective occupants aged 18 and over must fill out and submit a separate rental application and pay a separate application fee.
- Please be prepared to pay the \$50.00 application fee to submit the application. The payment of this fee will not guarantee a rental and is non-refundable once the application is processed.
- In addition to this rental application, you will also be required to provide a copy of a valid form of photo identification and provide copies of your last two payroll stubs or other proof of income, such as w2 forms for the past 2 years.
- **For self-employed individuals, provide 12 months of current bank statements (please redact account numbers) for income verification.**
- If you are self-employed, you will need to furnish a copy of your most current tax return. If you own your home, please provide a copy of your most recent mortgage statement and property tax statements.
- Credit and references will be checked.
- Failure to submit any of the required documents above could result in your application not being approved.
- Applications will NOT be accepted in our office.
- We will notify you whether you've been approved within 7 business days after the date we receive a completed Application.
- Upon approval, the applicant must pay a holding deposit. Said deposit will be applied towards the balance due upon your move-in. Holding deposit is due in the form of a cashier's check or money order.
- Renter Insurance will be required on all our properties and Landlord must be named as insured on renter's policy. Policy MUST stay active during the entire lease period.