



6452 Concord Rd Beaumont, TX 77708

CALL FOR APPOINTMENT TO SUBMIT APPLICATION

COMMERCIAL TENANT APPLICATION PACKET

- Information About Brokerage Services- Must sign
- Tenant Selection Criteria- Must sign
- Commercial Lease Application- Sign pages 2 & 3
- \$45 APPLICATION FEE IS NON-REFUNDABLE.
- \$500 CANCELLATION FEE IS NON-REFUNDABLE-submit separately in CASH, CASHIER CHECK OR MONEY ORDER.
- OUT OF TOWN APPLICANTS NEED TO CALL FOR INSTRUCTIONS.

The non-refundable cancellation fee is only reimbursed if the application is denied. The cancellation fee will be applied to the security deposit due at commencement date of lease.

Processing of application will begin upon receipt of all funds and completed application.

Thank you for your time and consideration.

Tenant Selection Criteria

Double H Property Management, LLC (Company Name)



These criteria are being provided in reference to the Property located at the following address: _____ (Street Address)
_____ (City, State, Zip).

Pursuant to Property Code Section 92.3515, these Tenant Selection Criteria are being provided to you. The following constitute grounds upon which Landlord will be basing the decision to lease the Property to you. If your application is denied based upon information obtained from your credit report, you will be notified.

1. **Criminal History:** Landlord will perform a criminal history check on you to verify the information provided by you on the Lease Application. Landlord's decision to lease the Property to you may be influenced by the information contained in the report.
2. **Previous Rental History:** Landlord will verify your previous rental history using the information provided by you on the Lease Application. Your failure to provide the requested information, provision of inaccurate information, or information learned upon contacting previous landlords may influence Landlord's decision to lease the Property to you.
3. **Current Income:** Landlord may ask you to verify your income as stated on your Lease Application. Depending upon the rental amount being asked for the Property, the sufficiency of your income along with the ability to verify the stated income, may influence Landlord's decision to lease the Property to you.
4. **Credit History:** Landlord will obtain a Credit Reporting Agency (CRA) report, commonly referred to as a credit report, in order to verify your credit history. Landlord's decision to lease the Property to you may be based upon information obtained from this report. If your application is denied based upon information obtained from your credit report, you will be notified.
5. **Failure to Provide Accurate Information in Application:** Your failure to provide accurate information in your application or your provision of information that is unverifiable will be considered by Landlord when making the decision to lease the Property to you.

6. **Other:** SEX OFFENDER REGISTRY CHECK
MUST INCLUDE INCOME VERIFICATION WITH APPLICATION





TEXAS ASSOCIATION OF REALTORS®
COMMERCIAL LEASE APPLICATION

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1. INDIVIDUAL:

Name: _____
 E-mail: _____ Home Phone: _____
 Work Phone: _____ Mobile/Pager: _____
 Soc. Sec. No.: _____ Driver License No.: _____
 Date of Birth: _____
 Home Address: _____ How long at this address? _____
 Bank Name: _____
 Bank Address: _____
 Type Account: _____ Account No.: _____
 Type Account: _____ Account No.: _____
 Bank Officer: _____ Telephone: _____
 Your Employer: _____ Telephone: _____
 Employer Address: _____
 If employed less than two years, please list previous employer: _____
 Previous Employer Address and Telephone: _____

2. BUSINESS:

Name: _____
 E-mail: _____ Phone: _____
 Tax I.D. No.: _____ C Corp S Corp Gen'l Partnership L.L.P. L.L.C. P.A.
 Other Operating Name or DBA: _____
 Home Address: _____ How long at this address? _____
 Current Landlord or Management Company: _____
 Contact & Telephone No.: _____
 If less than two years at current address, please list previous Landlord: _____
 Previous Address & Telephone No.: _____
 Bank Name: _____
 Bank Address: _____
 Type Account: _____ Account No.: _____
 Type Account: _____ Account No.: _____
 Bank Officer: _____ Telephone: _____
 Please list two Credit References, their telephone numbers, and your account number for those references:

Emergency Contact Information:

Name: _____
Phone: _____
E-mail: _____

Attach the Following:

- Balance sheet
- Income statement
- Federal income tax returns for the past _____ years
- Proof of funds on deposit: _____

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 other 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.

Applicant represents that the statements in this application are true and complete. Applicant understands that providing inaccurate or incomplete information is grounds for rejection of this application and that Landlord is relying on the truthfulness and completeness of the information in making Landlord's decision whether to enter into a lease with Applicant.

Date: _____

Applicant: _____

By: _____

By (signature): _____
Printed Name: _____
Title: _____

By: _____

By (signature): _____
Printed Name: _____
Title: _____



TEXAS ASSOCIATION OF REALTORS®
**AUTHORIZATION TO RELEASE INFORMATION
 RELATED TO A LEASE APPLICANT**

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I, _____ (Applicant), have submitted an application to lease a property at _____ (address, city, state, zip).

The Landlord, Broker, or Landlord's representative is:

Double H Property Management, LLC (name)
PO Box 35 (address)
Kountze, TX 77625 (city, state, zip)
(409)893-3233 (phone) **debbie@doublehproperties.com** (email)

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 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.

Date: _____

Applicant: _____

By: _____

By (signature): _____

Printed Name: _____

Title: _____

By: _____

By (signature): _____

Printed Name: _____

Title: _____