



OFFER GUIDELINES & INSTRUCTIONS

Please read in entirety prior to preparing an offer.

- Incomplete or incorrect offers, offers missing initials or signatures, and offers missing supporting documents or information WILL NOT be presented to the landlord until everything has been received.
- FIRST MONTH'S RENT DEPOSIT: The initial deposit must be due upon acceptance.
- TIME FOR ACCEPTANCE: Please allow 48 business hours or two business days for the landlord to review and accept the offer.
- TO AVOID MOVE-IN DELAYS: Any remaining money due from the tenant to the landlord on move-in day must be wired to the landlord at least 48 hours before the scheduled walkthrough.

1. Completed RentSpree Screening Application

All tenants must complete the RentSpree screening application through the direct link provided in the broker remarks.

2. Fully Executed Rental Offer

Submit a fully executed rental offer containing the correct applicant information, offer terms, initials, signatures, and all required supporting documentation.

Required Supporting Documentation

- Photo ID, passport and/or drivers licence for all applicants
- Proof of income for all applicants including:
 - Last three (3) months pay stubs
 - Last two (2) months of bank statements
 - First page of the most recent annual tax return
- Full credit report reflecting FICO score
- Pet information (if applicable):
 - Pet photo
 - Breed
 - Age
 - Children's ages and ID (if applicable)

3. Renter's Insurance Requirements

Tenants must obtain renter's insurance before moving into the property. The policy must include:

- Personal Property Coverage: Minimum of \$10,000.
- Personal Liability Coverage: Minimum of \$100,000.
- The landlord's name must be listed on the insurance policy as an Additional Interest.

4. Additional Approval Requirements

Any additional documents requested by the landlord during the approval process must be provided.

Applicants who are not U.S. citizens and do not have an established U.S. credit history are required to pay the full lease amount in advance.