

RENTAL OFFER INSTRUCTIONS

Please attach the following documents with your offer without these we can't submit to owner for consideration:

1. **CONTRACT TO LEASE.**

-Must be completely filled out, initialed and signed by prospective tenant.

2. **RENTAL APPLICATION.**

-See application attached or you can use your company one.
-Current Landlord's information must be included.

3. **PICTURE ID.**

-Any legal identification NOT EXPIRED with picture.
-Picture ID for each occupant over 18 years old.

4. **PROOF OF INCOME.**

- Last two-years personal taxes.
- Last two months personal bank statements
- Last two paystubs.
- Total Gross income must be 3x the rental amount.

ALSO, IF A PROSPECTIVE TENANT OWNS A COMPANY, LANDLORDS REQUIRES:

- Last two-years company taxes.

5. **BACKGROUND CHECK.**

-The Landlord must run a full screening background check.

6. **PETS.**

- If pets are allowed, please provide a picture. Landlord will ask for a **non-refundable** Pet fee.

7. **INSURANCE.**

- Tenant needs to buy and show proof of renter's insurance on a walkthrough date.

8. **ESCROW DEPOSIT.**

-As per the Landlord's request **The Keyes Company** must withheld the escrow deposit.

Please send the offer to **Miyu@mb2investments.com**