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APPLICATION PROCESS

Dear Applicant:

Please complete the TAR (Texas Association of Realtors) application. The application fee is \$35.00 per 18 year old adult **OR** \$60.00 for a legal married couple. Anyone under the age of 18 years old is **NOT REQUIRED** to complete an application. All application fees (money order or cashier check) please make payment payable to:

JOGIP PROPERTY COMPANY
1700 COMMERCE ST. SUITE 440
DALLAS, TEXAS 75201
(Downtown Dallas; corner of Commerce & Ervay)

NO personal checks will be accepted. **Cashier check or money order only.** Application **MUST** be submitted along with application fee. Faxed or Emailed applications **WILL NOT** be accepted without application fee. All applications must be hand delivered or mailed with application fee. Application fee **WILL NOT** be refunded under no circumstances.

GENERAL RENTAL CRITERIA

- Minimum 18 years old
- No evictions, bankruptcies or foreclosures within 12 months
- No felonies within the last 5 years
- Must earn 3 times the monthly rent amount a month (ex. Rent is \$1000.00 a month; tenant must earn a minimum of \$3,000.00 per month)
- Income must be verifiable

WE WILL NEED THE FOLLOWING ITEMS:

- Application
- Application Fee (Money Order or Cashier Check only)
- Signed Application Process
- Copy of Driver's License
- Copy of last 2 paycheck stubs

JPC DOES NOT base our decision solely on credit score. Applicants must have the ability to pay rent. Some applicants maybe subject to conditional approval which may require additional deposit and/or last months rent to be paid in advance. Once approval is granted, applicant must submit require funds to secure property and take property off the market.

OFFICE HOURS:

Monday - Friday

9AM TO 5PM

12PM TO 1PM (CLOSED FOR LUNCH)

Applicant Name _____

Date _____

Applicant Signature _____

