



ITEMS NEEDED FOR THE COMPLETE RENTAL APPLICATION

1. Complete online rental application. (non-refundable \$75 fee for each adult). Payment must be made online.
2. CLEAR Copy of last 4 check stubs. If self-employed need original bank statements
3. CLEAR Copy of driver's license from all adults.
4. Other proof of income such as court docs, divorce decree, docs from retirement, etc.
5. Copy of car registration.
6. Proof of Renters Insurance is mandatory
7. 1st Month Full Rent Holding Deposit and a \$90 Lease Draft fee is required to save and/or reserve a particular property under your name. Once you have been notified that your application has been approved, you have twenty-four (24) hours to deliver the holding deposit to our office. This holding deposit and Lease Draft Charge MUST be in the form of a cashier's check ONLY (Personal checks, money orders or cash will not be accepted). The cashier's check MUST be written to "Top Housing Real, LLC." Until we receive an approved application, approval of owner, the holding deposit, lease draft fee and executed lease, we will continue to market the property to prospective tenants.