

Oliver Adams Real Estate Brokerage Services, LLC

Application Check List

NAME: _____ Date: _____

Property ADDRESS: _____

Rental Amount: _____ Agent Name: _____ Agent Phone: _____

In order for me to Complete your Application, I need the following Information Completed:

_____ Complete application with certified funds \$60.00 per adult. (Must be Complete)

_____ Copy of the Multiple Listing Document MLS#

_____ Credit Verification, we use Equifax Credit Bureau & Background Check.

_____ Income must be a minimum of 3 times the required Rental amount.

_____ Copy of Past three (3) months' Income statements, i.e. pay stubs or LES.

_____ Copy of Past three (3) months Bank statements (Please Remove Account#)

_____ Applicant must prove 12 Months of stable employment (History)

_____ Employer Verification on company letter head. HR or Higher supervisor.

Employers fax#: _____ Employer email: _____

_____ Rental Verification form required from Current landlords (Faxed) Current

Landlord Name: _____ Phone: _____ . Email: _____

_____ Rental Criteria must be signed and a Move In date is required!

_____ Copy of current Driver's License

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