



501 Bellaire Dr. Killeen Texas 76541
OFFICE: 254-449-7500

FAX: 254-213-6113

Email: realty_h@yahoo.com

Renting and Selling Central Texas

www.homenetworkrealty.net

Rental Policies & Application Guidelines

To View Available Properties:

Vacant Units — Keys may be checked out Monday through Friday 9:00am to 5:00pm & Saturday 10:00am to 2:00pm. Photo ID is required. \$20 deposit.

Occupied Units — An appointment must be scheduled giving the current tenant 24 hour notice. An HNR Representative will accompany you to the showing. Photo ID is required

We work on **first come first serve** basis. When application is submitted, we require the following:

- \$40 (**non-refundable**) application fee in the form of Cash, or Money Order/Cashier's Check
- Income verification (LES, pay stub)
- Income Proof for Child Support if using this for qualifying purposes

If ALL items are not submitted at time of application, this application will be placed in suspense until complete.

Applications: must be completed in full, no blank spaces. If something does not pertain to you, please fill in N/A. BLUE Ink Only.

We run credit reports on all persons over 18 years of age listed on application (except child(ren) of adult applicant). Derogatory credit and/or rental reference can be a reason for application disapproval. At our discretion, we may require a **higher deposit for higher risk applicants**. We will consider bankruptcies filed under two years on a case by case basis, with verifiable rental history only.

Credit Reports are pulled from Experian, Equifax or Trans Union. Background checks are pulled from National Tenant Network. We will not rent to persons with previous Evictions or Judgments from past Rental Companies.

Proof of income must be provided before the application can be processed. If you are military, a current LES will suffice. Handwritten pay stubs are not acceptable. If self-employed, most recent tax return or W-2 is required. No co-signers or guarantors.

Roommates: must qualify individually, and a separate application fee is required. All persons over the age of 18 must be a responsible tenant on the lease.

Pets are only allowed in certain properties and at owner's discretion. Some may require a pet to be only outdoors, or have a weight limit. Pet deposit required is **\$300** per pet and is **non-refundable**.

ABSOLUTELY....NO Pit Bulls, Rottweiler, German shepherd, Husky, Malamute, Doberman Pincher, Chow Chow, Great Dane, Saint Bernard, Akitas, Presa Canarios, or wolf-hybrids (regardless of size) are allowed on our rental properties. NO EXCEPTIONS We do not rent to high risk, unstable occupations. All income must be verifiable.

Tenant Signature

Date

Tenant Signature

Date



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Signing this acknowledgement indicates that you have read and understood HNR Rentals Selection criteria. The tenant selection criteria include factors such as Background checks to include criminal checks, credit history, current income and rental history. If you do not meet this criteria or if you provide inaccurate or incomplete information your application may be rejected, and your application will not be refunded.

Home Network Rentals are dedicated to protecting the privacy of your information. This includes your Social Security number or any other government ID numbers. Our privacy policy is to help assure you that your information is kept secure. We follow all federal and state laws regarding the protection of your personal information.

How Information Is Collected: You will be furnishing some of your personal information such as your social security number at the time you apply to rent from HNR Rentals. This information will be on the rental application form or other documents that you provide to us on paper or electronically.

How and When information is Used: We may use this information in the process of verifying statements made on your rental application, such as your rental, credit, background, and employment history. We may use the information when reviewing any lease renewal. We may also use it to assist us in obtaining payment from you for any money you may owe in the future.

How the Information is protected and who has Access: Only authorized Home Network Realty employees will have access to your personal information. We keep all documents containing this information in a secure area, accessible only by those authorized Home Network Realty employees. We limit access to electronic versions of the information to those authorized Home Network Realty only.

How the Information is Disposed of: After we no longer need your personal information we will store destroy the information in a manner that insures no unauthorized person will have access to it. Our disposal method may include physical destruction or obliteration of all paper documents or electronic files containing such information.

Tenant Signature

Date

Tenant Signature

Date