

## 201 S. Lakeline Blvd Suite 504 Cedar Park, TX 78613 Office-512.609.8098 Cell-512.919.9115 <u>stu@prismRP.com</u>

Each applicant 18 years old or over must fill out an application online at <u>www.prismmanagers.com</u> or a TAR Residential Lease Application and email to <u>stu@prismRP.com</u>. Incomplete applications will not be accepted.

- 1. Fill out application at <u>www.prismmanagers.com</u>. We need an application for each person 18 or older who will be occupying the property.
- 2. The application fee is \$50 per application. It can be paid by cashiers check or money order and delivered to our office at 201 S Lakeline Blvd, Suite 504. There is a secure drop box left of the door if after hours. You may also pay the application fees through Pay Pal at info@prismrp.com.
- 3. The Security deposit must be paid by the applicant within 24 hours after the application has been approved. All application deposits must be CERTIFIED FUNDS or direct deposited into The Prism Realty Investments bank account.
- 4. Each applicant must provide a valid state issued photo identification along with application. Example: drivers license or government ID. Email a copy of ID to: stu@prismrp.com and reference the property you are applying for.
- 5. Applicant's monthly income must be verifiable by providing either pay stubs or an offer/hired letter from a new employer. Gross income must be at least 3.2 times the monthly rent. Other income sources must be verifiable with bank statements or recent tax return. Unverifiable income will not be accepted. Email copies of proof of income to: stu@prismRP.com and reference the property you are applying for.