



Lease Application Instructions

Thank you for applying for one of our lease listings!

Please visit our website to download Lease Applications and/or Lease Guarantor Forms:
<https://www.breakawayrealestate.com/forms>

Before you submit application fees and security deposit, we like to pre-screen the applications to make sure there aren't any possible deal-breakers up front. That way, we don't waste your time, effort, and app fees processing applications unnecessarily.

Please complete the attached lease applications, and scan & email them back to us. In addition, please include any documentation that can help substantiate your employment in the local area, including:

- One application per adult that plans to occupy the house.
- Copies of Driver's Licenses, Passport or ID Cards
- Copies of last two most recent paycheck stubs (if available), or
- Copy of offer letter from your company.

We typically like to be able to document a minimum of 3x the monthly rent as gross monthly income.

If the landlords give the go-ahead to begin processing your applications, we will need the following dropped off or mailed to us to begin processing, and to hold the property for you:

- App Fees: \$50 per adult, payable to Breakaway Real Estate
- Security Deposit: Same amount as rent, payable to Owner (ask for details)

App Fees may be paid via Paypal—send to Matt@BreakawayRealEstate.com

Please scan the applications and email them to me, and then drop them off or mail them, along with app fees and security deposit, to:

Breakaway Real Estate
4408 Spicewood Springs Road
Austin, TX 78759

Please let us know if you have any questions, and thanks again for applying!