Instructions for Viewing, and Leasing a Home

Thanks for taking a moment to review the information to view a home and take steps to lease a property.

- If the property is on the website www.wolande.com; it's available.
- To **view** a property please **email** a copy of your driver's license to wolande@proton.me with the property address in the subject line. We will provide you with the keysafe code and turn the alarm off through the Internet.

QUALIFICATIONS & APPLICATION PROCESS:

- WE DO NOT CHARGE APPLICATION FEE.
- We verify rental history by checking property ownership via county tax commissioner's website, i.e. Fulton County Taxes - Home and sending a landlord verification form to the current owner or property manager.
- We verify employment by requesting from you a copy of your most recent pay stub with year to date information. If self-employed copies of your last 2-year tax returns are required.
- We also require monthly income of **AT LEAST 3 times** the monthly rent.
- We **can not** approve an application if a dispossessory,eviction or bankruptcy has happened in the **last 4 years**. If you have settled a prior account with a ZERO balance please contact our office at 404.462.5157.
- You may obtain your **FREE** credit report by going to www.annualcreditreport.com and provide the information with your application.
- You may fill out an electronic application at our website OR you may print one out and email us at wolande@proton.me.

APPROVAL:

- Once your application is approved, then we will both sign a "RESERVATION AGREEMENT" and you will pay a reservation deposit, which is approximately 90% of the monthly rent amount. This will take the property off the market and lock in your leasing the property. 100% of the reservation deposit will apply towards 1st month's rent; however, it is **NON-REFUNDABLE** should you not lease for whatever reason. Georgia Real Estate law states you can not collect a security deposit until you do your move-in inspection.

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