



How To Apply

Prospective Tenants

All residents 18+ must apply at

<https://bronzestarpropertymanagementllc.managebuilding.com/Resident/rental-application/new/apply>

OR

<https://bronzestarproperties.com/> → Residents → Apply Here

Agents

Please have tenant read and sign the Tenant Selection Criteria Document

Please submit the DL, proof of income & supporting documents, as well as the signed Tenant Selection Criteria, Bed Bug & Flood Addendum, & Auth-Release-From by emailing them to leasing@bronzestarproperties.com

Please read the criteria and its entirety to ensure you are submitting and emailing all necessary items to move forward, if we do not receive them it will delay your application process.

Rental Criteria

Income Requirement:

Your Gross Monthly Income **should be three (3) times the monthly rent amount or greater** and verifiable. Legally married couples and roommates may combine incomes.

Rental History:

You must list your last two (2) landlord's information. You must give your current landlord a written Notice to Vacate prior to the processing of your application. Current and previous residencies must be verifiable, free of evictions, judgments, and unpaid rents. A previous breached lease may result in application denial.

Proof of Income:

Submit four (4) of your most recent pay stubs if W2. If a new hire, submit on employer's company letterhead your hire date, gross monthly income and signature of Human Resources or Supervisor. **If self-employed, provide the last two (2) year's tax returns or 1099's.**

Credit History:

To determine satisfactory credit worthiness, we obtain a report from a credit-reporting agency. A bankruptcy must be discharged for at least two (2) years. **If score below 640 submit (2) bank statements**

Criminal History:

No one convicted of a violent or property crime, or any felony, within the last five (5) years will be approved.

Application Fee:

There is a \$50.00 application fee per person over the age of 18. All residents 18+ must apply. This non-refundable fee offsets the cost of the credit report and background check..

Timeline for Approval:

Once you have applied on-line and paid the application fee, we will begin processing your rental application. **This could take up to 7 days depending on the promptness of the tenant and their references responses to our application processing requests.** We process all applications on a first-come, first-served basis.

Upon approval:

If approved, Bronze Star Properties will provide the lease agreement to the tenant and their REALTOR. **Bronze Star Properties does not represent the tenant in this process.** Prior to move-in, tenants are required to provide proof of utilities, pest control and renter's insurance.



Pet Screening Disclosure:

PetScreening is required for all applicants, including those without pets, with ESAs, or with service animals. Pet screening streamlines the assistant animal accommodation review process while following HUD and FHAact guidelines. While also helping us eliminate unauthorized pets and animals. It is designed to help reduce liability and create a responsible pet and animal community for all our residents. The No Pet or Animal profile allows those without pets or animals to acknowledge their housing provider's pet policies and restrictions on pet sitting, visiting pets, and getting a pet mid-lease. **Apply Now** <https://bronzestar.petscreening.com/>

Risk Balance Disclosure

If your credit score is below 640 and/or we find other deficiencies within your screening report/income we will work to balance out that risk. We will then determine if there is a course of action we can take in order to proceed forward. Ultimately we must be able to balance out any risk we find during our screening process. In that case you may be asked to sign an Adverse Action Form and/or partner with one of our deposit alternative companies.

Utility Setup Disclosure:

Citizens Move With Us - Your Utility Setup

Experience seamless utility setup with our complimentary concierge service, Citizen Home Solutions! Say goodbye to the hassle of contacting multiple utility providers – with just one phone call; our team will ensure all your utilities are connected for a smooth move-in process. Enjoy the convenience and peace of mind knowing that your essential services are taken care of effortlessly.

Pest Share Disclosure

Pest Control On – Demand, powered by Pest Share, is an effective, reactive, and targeted approach to pest control in full replacement of traditional preventative programs. We have partnered with this company to bring a more affordable pest control solution to our tenants. Please ask about how it works during your application screening process. We will be able to give you more information on how to obtain your required pest control services at a more affordable cost than traditional annual pest control may offer.