

# REALTOR CHECKLIST

\*INCOMPLETE PAPERWORK WILL NOT BE PROCESSED\*

TENANT REFERENCES SHOULD BE NOTIFIED THAT THEY WILL BE CONTACTED. ADVANCE WARNING FROM YOUR CLIENT TO ANY REFERENCES, LANDLORDS, OR EMPLOYERS, WILL EXPEDITE THE PROCESS.

PLEASE VERIFY WITH YOUR CLIENTS THAT ALL THE STEPS ARE COMPLETE AND THAT THE ITEMS LISTED ARE SUBMITTED TO Tampa Bay Realty.

BE SURE TO FORWARD YOUR CONTACT INFORMATION TO OUR OFFICE.

REFERRALS ARE PAID ON THE FIRST FULL MONTH RENT

- 1. Rental Criteria & Policies (1 form signed by each Applicants)
- 2. . Application completed on-line
- 3. Legible Copy of Drivers Licenses/ID's
- 5. Pet photo (if necessary)

Tampa Bay Realty  
813-253-0424