



LEASE APPLICATION INSTRUCTIONS

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1. EACH PERSON 18 YEARS OR OLDER MUST COMPLETE AN APPLICATION, NO EXCEPTIONS.
2. COMPLETE THE ONLINE APPLICATION BY CLICKING ON THE PDF LABELED LEASE APPLICATION.
3. \$50.00 PER APPLICATION FEE MUST BE MADE PAYABLE TO BRIDGEMAN PROPERTY MANAGEMENT, LLC. THIS MUST BE A CASHIERS CHECK OR MONEY ORDER.
4. **APPLICATIONS WITH MISSING INFORMATION WILL NOT BE PROCESSED.**
5. PAGE (1) OF THE APPLICATION GUIDELINE SHEET LISTS (5) ITEMS WE NEED TO PROCESS YOUR APPLICATION. APPLICANTS ARE RESPONSIBLE FOR TURNING INFORMATION INTO OUR OFFICE.
6. APPLICATIONS ARE NOT 100% UNTIL WE HAVE RECEIVED ALL THE INFORMATION LISTED. THIS MEANS IF A COMPLETE APPLICATION COMES IN BEFORE YOURS IT WILL BE PROCESSED FIRST.
7. WE PROCESS (1) APPLICATION AT A TIME, IF YOUR APPLICATION IS IN THE BACK UP POSITION AND DOES NOT GET PROCESSED IT WILL BE RETURNED TO YOU, TO INCLUDE APPLICATION FEE.

APPLICATION FEE(S) CAN BE DELIVERED TO OUR OFFICE AT:

Bridgeman Property Management, LLC

Keller Williams Realty

10999 IH 10 West, Suite 175

San Antonio, TX 78230

210-301-2081