



## Tenant Screening / Move-In Preparation Checklist

- Complete TransUnion SmartMove application - \$40 per applicant over the age of 18 (Use link e-mailed to you by Agent)
  - Combined gross monthly income must be at least three times the amount of rent
  - No evictions filed in the past 5 years
  - Credit score of 600 or above
  - Criminal records and convictions may be grounds for denial
- Provide landlord contact info for past 3-5 years of residency to Agent
- Pets:** We use a third-party service, PetScreening, to ensure all applicants understand how to adhere to the property's pet and animal policies, **even if you do not have a pet or animal**. All applicants must complete a Pet, No Pet, or Animal Profile. Go to <https://stingerhomemanagement.petscreening.com/> to complete your pet profile.
- Lease:** Once application has been approved, a lease will be drafted and provided to you. Sign lease and provide security deposit via certified check or money order within 48 hours made out to Stinger Home Management.
- Utilities:** Setup utility services in your name to start on the first day of your lease. Due to the time it takes to complete the transfer of services, this must be initiated 7 business days prior to the start of your lease.
  - Beaufort-Jasper Water Sewer Authority <https://www.bjwsa.org/start-services/> or 843-987-9200
  - Dominion Energy <https://www.dominionenergy.com/south-carolina/start-stop-service> or 1-800-251-7234
  - Forward confirmation e-mail to [bryan@stingerhomemanagement.com](mailto:bryan@stingerhomemanagement.com) with proof of utility transfer no later than 3 days from lease start date.
- Insurance:** Reference Paragraph 15 of Lease Agreement. Prior to move-in, tenant must provide Stinger Home Management with a copy of renter's insurance declaration page. Please pay special attention to requirements listed in this paragraph in order to not delay the transfer of keys.
- Key Transfer:** Once all requirements are met as stated above, Stinger Home Management will deliver the keys to the tenant on the start date of the lease agreement.
  - \* First month's rent will be due via certified check or money order at the time keys are issued. \*
- Move-In Checklist:** Complete within 48 hours of move-in and return to Stinger Home Management.