



# Information About Brokerage Services

Texas law requires all real estate license holders to give the following information about brokerage services to prospective buyers, tenants, sellers and landlords.

11-03-2025



## TYPES OF REAL ESTATE LICENSE HOLDERS:

- **A BROKER** is responsible for all brokerage activities, including acts performed by sales agents sponsored by the broker.
- **A SALES AGENT** must be sponsored by a broker and works with clients on behalf of the broker.

## A BROKER'S MINIMUM DUTIES REQUIRED BY LAW (A client is the person or party that the broker represents):

- Put the interests of the client above all others, including the broker's own interests;
- Inform the client of any material information about the property or transaction received by the broker;
- Answer the client's questions and present any offer to or counter-offer from the client; and
- Treat all parties to a real estate transaction honestly and fairly.

**WRITTEN AGREEMENTS ARE REQUIRED IN CERTAIN SITUATIONS:** A license holder who performs brokerage activity for a prospective buyer of residential property must enter into a written agreement with the buyer before showing any residential property to the buyer or if no residential property will be shown, before presenting an offer on behalf of the buyer. This written agreement must contain specific information required by Texas law. For more information on these requirements, see section 1101.563 of the Texas Occupations Code. **Even if a written agreement is not required, to avoid disputes, all agreements between you and a broker should be in writing and clearly establish: (i) the broker's duties and responsibilities to you and your obligations under the agreement; and (ii) the amount or rate of compensation the broker will receive and how this amount is determined.**

## A LICENSE HOLDER CAN REPRESENT A PARTY IN A REAL ESTATE TRANSACTION:

**AS AGENT FOR OWNER (SELLER/LANDLORD):** The broker becomes the property owner's agent through an agreement with the owner, usually in a written listing to sell or property management agreement. An owner's agent must perform the broker's minimum duties above and must inform the owner of any material information about the property or transaction known by the agent, including information disclosed to the agent by the buyer or buyer's agent. **An owner's agent fees are not set by law and are fully negotiable.**

**AS AGENT FOR BUYER/TENANT:** The broker becomes the buyer/tenant's agent by agreeing to represent the buyer, usually through a written representation agreement. A buyer's agent must perform the broker's minimum duties above and must inform the buyer of any material information about the property or transaction known by the agent, including information disclosed to the agent by the seller or seller's agent. **A buyer/tenant's agent fees are not set by law and are fully negotiable.**

**AS AGENT FOR BOTH - INTERMEDIARY:** To act as an intermediary between the parties the broker must first obtain the written agreement of each party to the transaction. The written agreement must state who will pay the broker and, in conspicuous bold or underlined print, set forth the broker's obligations as an intermediary. A broker who acts as an intermediary:

- Must treat all parties to the transaction impartially and fairly;
- May, with the parties' written consent, appoint a different license holder associated with the broker to each party (owner and buyer) to communicate with, provide opinions and advice to, and carry out the instructions of each party to the transaction.
- Must not, unless specifically authorized in writing to do so by the party, disclose:
  - o that the owner will accept a price less than the written asking price;
  - o that the buyer/tenant will pay a price greater than the price submitted in a written offer; and
  - o any confidential information or any other information that a party specifically instructs the broker in writing not to disclose, unless required to do so by law.

## A LICENSE HOLDER CAN SHOW PROPERTY TO A BUYER/TENANT WITHOUT REPRESENTING THE BUYER/TENANT IF:

- The broker has not agreed with the buyer/tenant, either orally or in writing, to represent the buyer/tenant;
- The broker is not otherwise acting as the buyer/tenant's agent at the time of showing the property;
- The broker does not provide the buyer/tenant opinions or advice regarding the property or real estate transactions generally; and
- The broker does not perform any other act of real estate brokerage for the buyer/tenant.

Before showing a residential property to an unrepresented prospective buyer, a license holder must enter into a written agreement that contains the information required by section 1101.563 of the Texas Occupations Code. The agreement may not be exclusive and must be limited to no more than 14 days.

**LICENSE HOLDER CONTACT INFORMATION:** This notice is being provided for information purposes. It does not create an obligation for you to use the broker's services. Please acknowledge receipt of this notice below and retain a copy for your records.

### The Groove Realty and Investments

_____ Name of Sponsoring Broker (Licensed Individual or Business Entity)	_____ License No.	_____ <a href="mailto:Meghan@TheGrooveRealty.com">Meghan@TheGrooveRealty.com</a> Email	_____ <b>(512)876-9159</b> Phone
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### Meghan Matta

_____ Name of Designated Broker of Licensed Business Entity, if applicable	_____ License No.	_____ <a href="mailto:Meghan@TheGrooveRealty.com">Meghan@TheGrooveRealty.com</a> Email	_____ <b>(512)876-9159</b> Phone
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_____ Name of Licensed Supervisor of Sales Agent/Associate, if applicable	_____ License No.	_____ Email	_____ Phone
--	----------------------	----------------	----------------

_____ Name of Sales Agent/Associate	_____ License No.	_____ Email	_____ Phone
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\_\_\_\_\_  
Buyer/Tenant/Seller/Landlord Initials

\_\_\_\_\_  
Date

IABS 1-2

**Regulated by the Texas Real Estate Commission**

**Information available at [www.trec.texas.gov](http://www.trec.texas.gov)**

TXR 2501

The Groove Realty and Investments, 1371 Hawthorne Loop Driftwood TX 78619

Phone: 5128769159

Fax:

2002 Millay Dr.

Meghan Matta

Produced with Lone Wolf Transactions (zipForm Edition) 717 N Harwood St, Suite 2200, Dallas, TX 75201 [www.lwolf.com](http://www.lwolf.com)



THE GROOVE REALTY

## Lease Applicant Guidelines and Qualifying Criteria

Pursuant to Property Code Section 92.3515, these Tenant Selection Criteria are being provided to you. The following constitute grounds upon which Landlord will be basing the decision to lease the Property to you. Based on the information you provide, Landlord may deny your application or may take other adverse actions against you (including, but not limited to, requiring a co-signer on the lease, requiring an additional deposit, or raising rent to a higher amount than for another applicant). If your application is denied or another adverse action is taken based upon information obtained from your credit report or credit score, you will be notified.

### **Failure to Provide Accurate Information in Application:**

Your failure to provide accurate information in your application or your provision of information that is unverifiable will be considered by Landlord when making the decision to lease the Property to you.

### **The Application**

- Each person 18 years of age or older who will be occupying the property must submit a full application. Application fees are non-refundable unless your application is not processed in any way.
- Complete application packages should be e-mailed to the listing agent in .pdf format. Please do not send the application one page at a time or in .jpg / picture format. See below:
  - TXR Residential Lease Application**
  - Privacy Policy**
  - Lease Applicant Guidelines and Qualifying Criteria**
  - Proof of income**
  - Government issued photo ID**
  - \$100 Administrative Fee payable to The Groove Realty remitted via PayPal (meghan.matta@gmail.com), Zelle (512-876-9159), Venmo @Meghan-Matta, or we can send an invoice to be paid online. If your application is not processed, this fee will be refunded.**

Within 48 business hours of receipt of a fully completed application package:

- Applicant(s) will receive a link via e-mail for credit, criminal history, eviction, and income

Initial(s):

The Groove Realty  
&  
TGR Property Management  
[Homes@TheGrooveRealty.com](mailto:Homes@TheGrooveRealty.com)  
512-348-8370

screening. Applicant(s) will pay directly through this link for the screening process, approximately \$45.

- **All** Applicant(s) must go to <https://thegrooverealty.petscreening.com> for pet screening.
  - If you do not have a pet, you must still complete this step. There is no fee.
  - If you have a pet, you must complete this step. The fee for the first pet is approximately \$20, and \$15 for each additional pet.
  - If you are requesting a reasonable accommodation for an assistance animal, you must still complete this step. There is no fee.

## **Qualification Criteria and Security Deposit**

- **Previous Rental History:** Landlord will verify your previous rental history using the information provided by you on the Lease Application. Your failure to provide the requested information, provision of inaccurate information, or information learned upon contacting previous landlords may influence Landlord's decision to lease the Property to you.
- **Criminal History:** Landlord will perform a criminal history check on you to verify the information provided by you on the Lease Application. Landlord's decision to lease the Property to you may be influenced by the information contained in the report.
- **Credit History:** Landlord will obtain a Credit Reporting Agency (CRA) report, commonly referred to as a credit report, to verify your credit history. Landlord's decision to lease the Property to you may be based upon information obtained from this report. If your application is denied based upon information obtained from your credit report, you will be notified.
- **Current Income:** Landlord will ask you to verify your income as stated on your Lease Application. Depending upon the rental amount being asked for the Property, the sufficiency of your income along with the ability to verify the stated income, may influence Landlord's decision to lease the Property to you.
  - **Applicants must have verifiable income.**
    - The household income must be at least three times the monthly rent to qualify.
    - One month of most recent pay stubs must be submitted with application.
    - Other income sources must be verifiable with bank statements.
  - **If applicant is self-employed,** copies of bank statements for the most recent three months and a copy of the previous year's income tax return must be provided.
  - **If newly employed,** income must be verified by at least one of the following:
    - Offer letter from the employer stating start date and base salary agreement or commission/bonus structure.
    - Supervisor or hiring manager contact information so that we may verify employment acceptance, hire date, and income.
    - Most current US bank statement showing a total balance of 3 times the monthly rent multiplied by the lease term.

Initial(s):

The Groove Realty  
&  
TGR Property Management  
[Homes@TheGrooveRealty.com](mailto:Homes@TheGrooveRealty.com)  
512-348-8370

- **Other verifiable proof of income sources** may include the following:
  - Child support, grants, pensions, Social Security benefits, GI benefits, alimony, disability benefits, trust funds, assets receiving dividends, section 8 vouchers, and savings accounts.
  
- **GUARANTORS (Co-Signers)**
  - If the landlord is allowing Guarantors, the verifiable proof of income or credit scores do not meet the minimum requirements, and applicant qualifies in all other areas, then Landlord may accept a guarantor to achieve approval.
  - Guarantors must submit a completed Application for Guarantor of Residential Lease (page 2 of form TXR-2007), verifiable proof of income, and a **\$50 administration fee per guarantor**.
  - Guarantors must be related to the applicant, make 5 times the monthly rent, and meet all other general requirements.

**Animal Policy**

- As detailed in “The Application” section of this document, Applicant(s) must go to <https://thegrooverealty.petscreening.com> for pet screening.

If an animal is allowed at the property, it will be considered by the Landlord on a case-by-case basis. Certain types of dogs that may have violent tendencies are not allowed, such as Pit Bulls (AKA Staffordshire Terrier), Rottweilers, Dobermans, Chows, Akitas, Huskies, German Shepherds, or mixed breeds with any of the aforementioned. The Landlord reserves the right to deny any animal so please check with the leasing agent prior to applying. All pets are subject to additional deposits and monthly pet rent. **Each animal requires a photograph to be submitted with the application** and an animal interview may be required.

I/WE, THE UNDERSIGNED HAVE READ, FULLY UNDERSTAND, AND AGREE TO THE ABOVE RENTAL QUALIFICATION CRITERIA.

Applicant Signature	

Initial(s):

The Groove Realty  
&  
TGR Property Management  
[Homes@TheGrooveRealty.com](mailto:Homes@TheGrooveRealty.com)  
512-348-8370



### RESIDENTIAL LEASE APPLICATION

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**Each occupant and co-applicant 18 years or older must submit a separate application.**

Property Address: **2002 Millay Dr. #118, Austin, TX 78752**  
Anticipated: Move-in Date: \_\_\_\_\_ Monthly Rent: \$ \_\_\_\_\_ Security Deposit: \$ \_\_\_\_\_  
Initial Lease Term Requested: \_\_\_\_\_ (months)

#### A. Applicant Identification:

**Applicant's name** (as listed on proof of identification) \_\_\_\_\_  
Applicant's former last name (if applicable) \_\_\_\_\_  
E-mail \_\_\_\_\_ Mobile Ph. \_\_\_\_\_  
Work Ph. \_\_\_\_\_ Home Ph. \_\_\_\_\_  
Do you consent to receiving text messages? [ ] yes [ ] no Soc. Sec. No. \_\_\_\_\_  
Driver License/ID No. \_\_\_\_\_ in \_\_\_\_\_ (state) Date of Birth \_\_\_\_\_  
Height \_\_\_\_\_ Weight \_\_\_\_\_ Eye Color \_\_\_\_\_ Hair Color \_\_\_\_\_

Are there co-applicants? [ ] yes [ ] no **Note: If yes, each co-applicant must submit a separate application.**  
Co-applicant's name \_\_\_\_\_ relationship \_\_\_\_\_  
Co-applicant's name \_\_\_\_\_ relationship \_\_\_\_\_  
Co-applicant's name \_\_\_\_\_ relationship \_\_\_\_\_

#### B. Property Condition:

Applicant [ ] has [ ] has not viewed the Property in-person prior to submitting this application.  
**Applicant is strongly encouraged to view the Property in-person prior to submitting any application.**  
Landlord makes no express or implied warranties as to the Property's condition. Applicant requests Landlord consider the following repairs or treatments should Applicant and Landlord enter into a lease: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

#### C. Representation and Marketing:

Is Applicant represented by a REALTOR® or other agent? [ ] yes [ ] no  
If yes, Name: \_\_\_\_\_  
Company: \_\_\_\_\_  
E-mail: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
Applicant was made aware of Property via:  
[ ] Sign [ ] Internet [ ] Other \_\_\_\_\_

**D. Applicant Information:**

**Housing:**

**Applicant's Current Address:** \_\_\_\_\_ Apt. No. \_\_\_\_\_  
(city, state, zip)

Landlord or Property Manager's Name: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

Move In Date: \_\_\_\_\_ Move Out Date: \_\_\_\_\_ Rent \$ \_\_\_\_\_

Reason for move: \_\_\_\_\_

**Applicant's Previous Address:** \_\_\_\_\_ Apt. No. \_\_\_\_\_  
(city, state, zip)

Landlord or Property Manager's Name: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

Move In Date \_\_\_\_\_ Move Out Date: \_\_\_\_\_ Rent \$ \_\_\_\_\_

Reason for move: \_\_\_\_\_

**Employment and Other Income:**

**Applicant's Current Employer:** \_\_\_\_\_

Address: \_\_\_\_\_ (street, city, state, zip)

Employment Verification Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

Start Date: \_\_\_\_\_ Gross Monthly Income: \$ \_\_\_\_\_ Position: \_\_\_\_\_

*Note: If Applicant is self-employed, Landlord may require one or more previous year's tax return attested by a CPA, attorney, or other tax professional.*

**Applicant's Previous Employer:** \_\_\_\_\_

Address: \_\_\_\_\_ (street, city, state, zip)

Employment Verification Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

Employed from \_\_\_\_\_ to \_\_\_\_\_ Gross Monthly Income: \$ \_\_\_\_\_ Position: \_\_\_\_\_

*Note: Applicant is responsible for including the appropriate contact information for employment verification purposes.*

Describe other income Applicant wants considered: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Emergency Contact: (Do not insert the name of an occupant or co-applicant.)**  
Name and Relationship: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

**E. Occupant Information:**

Name all other persons that are not co-applicants who will occupy the Property:

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ DOB: \_\_\_\_\_

**F. Vehicle Information:**

List all vehicles to be parked on the Property (cars, trucks, boats, trailers, motorcycles, other types of vehicles):

Type	Year	Make	Model	License Plate No./State	Mo. Payment

**Note: State, local, and/or HOA ordinances may restrict your ability to park certain vehicles on the Property.**

**G. Animals:**

Will any animals (dogs, cats, birds, reptiles, fish, other types of animals) be kept on the Property?

yes  no

If yes, list all animals to be kept on the Property:

Type & Breed	Name	Color	Weight	Age in Yrs.	Gender	Neutered?	Bite History?	Rabies Shots Current?	Assistance Animal?
						<input type="checkbox"/> Y <input type="checkbox"/> N			
						<input type="checkbox"/> Y <input type="checkbox"/> N			
						<input type="checkbox"/> Y <input type="checkbox"/> N			
						<input type="checkbox"/> Y <input type="checkbox"/> N			

**If any of the animals listed above are assistance animals, please provide appropriate documentation with a reasonable accommodation request for the assistance animal(s).**

**H. Additional Information:**

- |                          |                          |  |
|--------------------------|--------------------------|--|
| <u>Yes</u>               | <u>No</u>                |  |
| <input type="checkbox"/> | <input type="checkbox"/> | Will any waterbeds or water-filled furniture be on the Property?   |
| <input type="checkbox"/> | <input type="checkbox"/> | Does anyone who will occupy the Property smoke or vape?  |
| <input type="checkbox"/> | <input type="checkbox"/> | Will Applicant maintain renter's insurance?  |
| <input type="checkbox"/> | <input type="checkbox"/> | Is Applicant or Applicant's spouse, even if separated, in military?  |
| <input type="checkbox"/> | <input type="checkbox"/> | If yes, is the military person serving under orders limiting the military person's stay to one year or less? |

Has Applicant ever:

- |                          |                          |   |
|--------------------------|--------------------------|---|
| <u>Yes</u>               | <u>No</u>                |   |
| <input type="checkbox"/> | <input type="checkbox"/> | been evicted?   |
| <input type="checkbox"/> | <input type="checkbox"/> | been asked to move out by a landlord?   |
| <input type="checkbox"/> | <input type="checkbox"/> | breached a lease or rental agreement?   |
| <input type="checkbox"/> | <input type="checkbox"/> | filed for bankruptcy?   |
| <input type="checkbox"/> | <input type="checkbox"/> | lost property in a foreclosure?   |
| <input type="checkbox"/> | <input type="checkbox"/> | been convicted of a crime? If yes, provide the location, year, and type of conviction below.                      |
| <input type="checkbox"/> | <input type="checkbox"/> | Is any occupant a registered sex offender? If yes, provide the location, year, and type of conviction below.      |
| <input type="checkbox"/> | <input type="checkbox"/> | Has applicant had <u>any</u> credit problems, slow-pays or delinquencies? If yes, provide more information below. |
| <input type="checkbox"/> | <input type="checkbox"/> | Is there additional information Applicant wants considered?   |

Additional comments: \_\_\_\_\_

**I. Authorization:**

Applicant authorizes Landlord and Landlord's authorized agent, at any time before, during, or after any tenancy, to:

- (1) obtain a copy of Applicant's credit report;
- (2) obtain a criminal background check related to Applicant and any occupant; and
- (3) verify any rental or employment history or verify any other information related to this application with persons knowledgeable of such information.

**Notice of Landlord's Right to Continue to Show the Property:** Unless Landlord and Applicant enter into a separate written agreement otherwise, the Property remains on the market until a lease is signed by all parties and Landlord may continue to show the Property to other prospective tenants and accept another offer.

**Privacy Policy:** Landlord's agent or property manager maintains a privacy policy that is available upon request.

**Fees:** Applicant submits a non-refundable fee of \$ \_\_\_\_\_ to \_\_\_\_\_ (entity or individual) for processing and reviewing this application.

Applicant  submits  will not submit an application deposit of \$ \_\_\_\_\_ to be applied to the security deposit upon execution of a lease or returned to Applicant if a lease is not executed.

**Notice: Pursuant to Texas Property Code Chapter 5, Subchapter H, certain buyers and renters may be prohibited from purchasing real property or entering into leases for one year or more. Buyers and renters who believe these restrictions may apply to them should consult an attorney before entering into the transaction.**

**Acknowledgement & Representation:**

- (1) Signing this application indicates that Applicant has had the opportunity to review Landlord's tenant selection criteria, which is available upon request. The tenant selection criteria may include factors such as criminal history, credit history, current income, and rental history.
- (2) Applicant understands that providing inaccurate or incomplete information is grounds for rejection of this application and forfeiture of any application fee and may be grounds to declare Applicant in breach of any lease the Applicant may sign.
- (3) Applicant represents that the statements in this application are true and complete.
- (4) Applicant is responsible for any costs associated with obtaining information.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

*For Landlord's Use:*

On \_\_\_\_\_, \_\_\_\_\_ (name/initials) notified  Applicant

\_\_\_\_\_ by  phone  mail  e-mail  in person that Applicant was  approved

not approved. Reason for disapproval: \_\_\_\_\_



**AUTHORIZATION TO RELEASE INFORMATION  
RELATED TO A RESIDENTIAL LEASE APPLICANT**

USE OF THIS FORM BY PERSONS WHO ARE NOT MEMBERS OF THE TEXAS ASSOCIATION OF REALTORS®, INC. IS NOT AUTHORIZED.  
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I, \_\_\_\_\_ (Applicant), have submitted an application to lease a property located at **2002 Millay Dr. #118, Austin, TX 78752** \_\_\_\_\_ (address, city, state, zip).

The landlord, broker, or landlord's representative is:

\_\_\_\_\_ **Meghan Matta** \_\_\_\_\_ (name)  
\_\_\_\_\_ **1371 Hawthorne Dr.** \_\_\_\_\_ (address)  
\_\_\_\_\_ **Driftwood, TX 78619** \_\_\_\_\_ (city, state, zip)  
\_\_\_\_\_ **(512)876-9159** \_\_\_\_\_ (phone) \_\_\_\_\_ (fax)  
\_\_\_\_\_ **Meghan@TheGrooveRealty.com** \_\_\_\_\_ (e-mail)

I give my permission:

- (1) to my current and former employers to release any information about my employment history and income history to the above-named person;
- (2) to my current and former landlords to release any information about my rental history to the above-named person;
- (3) to my current and former mortgage lenders on property that I own or have owned to release any information about my mortgage payment history to the above-named person;
- (4) to my bank, savings and loan, or credit union to provide a verification of funds that I have on deposit to the above-named person; and
- (5) to the above-named person to obtain a copy of my consumer report (credit report) from any consumer reporting agency and to obtain background information about me.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

*Note: Any broker gathering information about an applicant acts under specific instructions to verify some or all of the information described in this authorization. The broker maintains a privacy policy which is available upon request.*



## THE GROOVE REALTY

### PRIVACY POLICY ON PERSONAL INFORMATION AND COMMUNICATIONS

#### **HOW INFORMATION IS COLLECTED**

You will be furnishing some of your personal information (such as Social Security or other governmental identification numbers) at the time you apply to rent from our Owners/Landlords. This information will be on the lease application or other documents provided either on paper or electronically and may be required for online screening vendors.

#### **HOW AND WHEN INFORMATION IS USED**

The Groove Realty and the Owner/Landlord may use this information in the process of verifying statements made on the lease application, such as rental, credit, criminal, background, and employment history. The information may be used when reviewing any lease renewal. The information may also be used to assist in obtaining payment of any amounts owed in the future.

#### **HOW THE INFORMATION IS PROTECTED AND WHO HAS ACCESS**

Only the Owner/Landlord and authorized persons at The Groove Realty are permitted access to provided Social Security or other governmental identification numbers. All documents containing this information are kept in a secure and locked area, accessible only by the Owner/Landlord and authorized persons at The Groove Realty.

#### **DISPOSAL OF INFORMATION**

After a Social Security or other governmental identification numbers is no longer needed, the information will be stored or destroyed in a manner that ensures that no unauthorized person will have access to it. The disposal method may include physical destruction or obliteration of paper documents or electronic files containing such information.

#### **YOUR CONTACT INFORMATION**

We may share your phone number and e-mail with companies we work with to help you with your real estate transactions, present or future. This includes the Title Company, our REALTOR® Team, Lender, and/or Insurance Agent.

I/WE, THE UNDERSIGNED HAVE READ, FULLY UNDERSTAND, AND AGREE TO ADHERE TO THE ABOVE PRIVACY POLICY.

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HOW-TO

# Make a PetScreening Profile

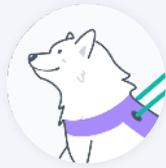


## 1. Sign In To Your PetScreening Account At:

<https://thegrooverealty.petscreening.com>

Tip: Please use the email address that was used for your property application.

## 2. Select Your Profile Type



### Household Pet

**Annual Fee Associated**

If you have a household pet living in your home:  
Upload pet photos and add breed information, vaccination details, and behavioral history.



### Assistance Animal

**Free - No Associated Fee**

If you have an assistance animal (support or service):  
Upload animal photos & medical documentation, if required. Add breed, vaccinations, and behavioral history details.



### No Pet/Animal

**Free - No Associated Fee**

If you do not have any pets or animals:  
Affirm your property's affidavit and understand the pet policy in place.

## 3. Complete & Submit Your Profile!

Profiles are active for one year from creation date & should be updated annually.  
View your PetScreening account settings for auto-renewal options.