

Landlord Transfer Process

Every landlord must be properly verified before processing a Landlord Transfer. The requesting party(ies) must be a “User” on the Landlord account(s).

Submit requests for Landlord Transfer to: support@texasrentrelief.com

Verifying a Landlord Transfer

A new management company can be verified using one or both of the options below:

- Proof of change in ownership/management (Deed, tax documents, CAD Record, Management Agreement, etc.)
- Written attestation from previous management company indicating the transfer

Making the Transfer

The transfer process from one company to another depends on the permission given by the previous management company.

- If the previous management company gives TRR written permission to transfer the existing landlord application to the new company, a simple change in user permissions will be performed.
- If no permission is given, the new management company will have to create a new application and TRR will need to transfer the tenant linkages after verifying the change in ownership.

Change in Banking Information

In the case that the previous landlord transfers the application to the new landlord, the new landlord may want to change the banking information. In this case a bill.com invite will be issued to the new landlord.

