

RENTAL APPLICATION

Application Valid for 30 Days



All adult applicants (18 years or older) must complete a separate application for rental \$40.00 per applicant

INTENDED ADDRESS		RENT AMOUNT		MOVE IN DATE
APPLICANT INFORMATION				
FIRST NAME		LAST NAME		SSN
				DRIVER'S LICENSE #
BIRTH DATE	CELL PHONE ()	HOME PHONE ()	WORK PHONE ()	EMAIL
CURRENT ADDRESS				
STREET ADDRESS		CITY	STATE	ZIP
DATE IN	DATE OUT	LANDLORD NAME		LANDLORD PHONE ()
MONTHLY RENT	REASON FOR LEAVING			LANDLORD FAX ()
ALTERNATE MAILING ADDRESS				
STREET ADDRESS		CITY	STATE	ZIP
PREVIOUS ADDRESS				
STREET ADDRESS		CITY	STATE	ZIP
DATE IN	DATE OUT	LANDLORD NAME		LANDLORD PHONE ()
MONTHLY RENT	REASON FOR LEAVING			
OTHER OCCUPANTS				
FULL NAME	RELATIONSHIP	BIRTH DATE	AGE	SSN IF OVER 18
PETS				
PET NAME	BREED	SIZE/WEIGHT	AGE	CURRENT VACCINES

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EMERGENCY CONTACT					
NAME	ADDRESS	CITY	ZIP	PHONE	RELATIONSHIP
				()	
NAME	ADDRESS	CITY	ZIP	PHONE	RELATIONSHIP
				()	

PERSONAL REFERENCES					
NAME	ADDRESS	CITY	ZIP	PHONE	RELATIONSHIP
				()	
NAME	ADDRESS	CITY	ZIP	PHONE	RELATIONSHIP
				()	

EMPLOYMENT & INCOME INFORMATION - LAST 2 YEARS			
OCCUPATION	EMPLOYER/COMPANY		MONTHLY SALARY
SUPERVISOR NAME	SUPERVISOR PHONE	START DATE	END DATE
	()		
OCCUPATION	EMPLOYER/COMPANY		MONTHLY SALARY
SUPERVISOR NAME	SUPERVISOR PHONE	START DATE	END DATE
	()		
OCCUPATION	EMPLOYER/COMPANY		MONTHLY SALARY
SUPERVISOR NAME	SUPERVISOR PHONE	START DATE	END DATE
	()		

OTHER INCOME			
	AMOUNT	HOW OFTEN RECEIVED	TOTAL AMOUNT
OVERTIME PAY			
COMMISSION/TIPS/BONUSES			
UNEMPLOYMENT			
SSI/RETIREMENT FUNDS/PENSIONS			
TANF PAYMENTS			
ALIMONY/CHILD SUPPORT			
FOOD STAMPS			
STUDENT LOAN			
SAVINGS			
OTHER			

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BACKGROUND INFORMATION

HAVE YOU EVER:	FILED FOR BANKRUPTCY	IF YES, WHEN?
	<input type="checkbox"/> YES <input type="checkbox"/> NO	
	REFUSED TO PAY RENT WHEN DUE?	IF YES, EXPLAIN
	<input type="checkbox"/> YES <input type="checkbox"/> NO	
	BEEN EVICTED FROM A TENANCY OR LEFT OWING MONEY?	IF YES, PROVIDE PROPERTY NAME & ADDRESS
	<input type="checkbox"/> YES <input type="checkbox"/> NO	
	BEEN CONVICTED OF A CRIME?	IF YES, PROVIDE TYPE OF OFFENSE, COUNTY, AND STATE
	<input type="checkbox"/> YES <input type="checkbox"/> NO	

VEHICLE INFORMATION

MAKE & MODEL	COLOR	YEAR	LICENSE NO. & STATE
MAKE & MODEL	COLOR	YEAR	LICENSE NO. & STATE
MAKE & MODEL	COLOR	YEAR	LICENSE NO. & STATE

OTHER INFORMATION

HOW DID YOU HEAR ABOUT US?
PLEASE INCLUDE ANY OTHER INFORMATION THAT WOULD HELP US EVALUATE THIS APPLICATION

CONSENT TO VERIFICATION/CREDIT CHECK

I warrant, to the best of my knowledge, all of the information provided in the application is true, accurate, complete and correct as of the date of this application. If any information provided by me is determined to be false, such false statement will be grounds for disapproval of my application or termination of my Lease agreement with owner.

I understand and agree: this is an application to rent and does not guarantee that I will be offered the property, and the Landlord, Manager or Agent may accept more than one application for the property and using their sole discretion, will select the best qualified applicant. I consent to the disclosure of income, financial and rental history information from my employers, current and/or previous landlord, and bank representatives. I also authorize the Landlord, Manager or Agent to obtain a credit report for the purpose of income and asset verification related to my application for residency.

APPLICANT SIGNATURE

DATE

Application fee is \$40.00 per person (application required for all occupants over the age of 18)

Please include one month's paystubs for income verification or benefits letter

Completed application can be faxed to 575-652-4766 or emailed to office@pmiofnewmexico.com
 Property Management and Investments of New Mexico
 205 W. Boutz Road Bldg. 6 Ste. B Las Cruces, NM 88005 Phone (575) 652-4043 Fax (575) 652-4766
office@pmiofnewmexico.com

Employment Verification

Employee Name: _____

Date Requested: _____

Company Name: _____

Dear: Employer,

We have received a Rental Application for the individual listed above, who has identified you as his/her employer. We would like to ask for your cooperation by verifying his/her employment. Please answer the questions below and return to us as soon as possible.

I give permission to my employer to release the following information to the above property.

Applicant Signature: _____

The individual listed above is employed:

Currently _____ No Longer _____ Future _____ Never _____

Date of Hire: _____ Job Title: _____

Full-time _____ Part-time _____ Temporary _____

Typical number of hours worked per week: _____

Salary: \$ _____ Hourly _____ Bi-weekly _____ Bonus/Commission _____

Supervisor Name: _____ Phone: _____

Please fax your reply to 575-652-4766 or email to office@pmiofnewmexico.com, thank you.

Rental Verification

The individual below has submitted a rental application to Property Management & Investments of New Mexico.

Please provide the information requested and fax back to our office at 575-652-4766 or email to amanda@pmiofnewmexico.com.

Name of Applicant (please print) _____

I hereby authorize release of the information requested below for my rental address at:

Street City State Zip

X _____
Applicant's Signature Date

Please note if the applicant is a current resident or a past resident at your community.

Move-In Date: _____ Lease Ending Date: _____

Amount of Rent: _____

of Late Payments: _____ # of NSF Checks: _____

Has proper notice been given?	YES	NO
Is there currently any past due amount owed on the resident's account?	YES	NO
Has the resident complied with all community policies?	YES	NO
Does this resident keep an animal on the premises?	YES	NO
Has the animal at any time caused a problem or been a nuisance?	YES	NO
Have legal proceedings been initiated or completed on this resident?	YES	NO
Is the resident eligible for re-rental?	YES	NO
Was all or part of the deposit refunded?	YES	NO
Did rental amount include utilities?	YES	NO

Did you receive complaints from neighbors/staff/maintenance about resident? YES NO

If yes, give the nature of complaint: _____

Has the applicant ever been responsible for any property damage to rental and/or common areas?

YES NO

If yes, give a description of damages and if resident paid for or repaired damage caused: _____

Date

Name (Print)

Position

Signature

Property Name

Thank you for your prompt response!