

**RE/MAX of Alamogordo, Ltd. Property Management**  
**3410 N White Sands Blvd.**  
**Alamogordo, NM 88310**  
**575-437-0914 \* Fax 575-434-3704**

**Rental Application**

\*\*A copy of your photo ID will be needed when application is submitted.\*\*

\*\*Proof of income needs to be submitted with application.\*\*

Notice: All rentals are available on a "first come, first serve basis". Please read disclaimer at the end of application before signing. All areas are to be filled out as completely as possible. If you need more space please use back side of paper. Please include phone numbers to all places rented, worked, etc., not doing so will cause application to be rejected. The office must be able to verify all information. If any person living in property is 18 or older, they will need to fill out an application.

Address Applying for: \_\_\_\_\_

Move In Date: \_\_\_\_\_

**Primary Applicant information**

Name of Applicant \_\_\_\_\_

Home phone number: \_\_\_\_\_ Cell number: \_\_\_\_\_ Other: \_\_\_\_\_

Other names used within the last 3 years? \_\_\_\_\_

Current Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

\_\_\_\_\_ Rent \_\_\_\_\_ Own Rent Amount: \$ \_\_\_\_\_ Date Moved In: \_\_\_\_\_

Reason for leaving current residence? \_\_\_\_\_

Name & Phone number of Owner/Manager \_\_\_\_\_

Previous address(es) (past 2 addresses or past 5 years) if more space is needed please use back of this application

\_\_\_\_\_  
\_\_\_\_\_

Previous rent amount: \$ \_\_\_\_\_ Date moved in: \_\_\_\_\_ Date Moved out: \_\_\_\_\_

Reason for Leaving? \_\_\_\_\_

Name & Phone number of owner/manager \_\_\_\_\_

Social Security #: \_\_\_\_\_ Drivers Lic. # & State: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ # Of People Residing In Home: \_\_\_\_\_

Number of Pets \_\_\_\_\_ Kind, Weight, Breed, Age: \_\_\_\_\_

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**Primary Applicant Employment Information:**

Present Employer \_\_\_\_\_ Position \_\_\_\_\_

Date Started: \_\_\_\_\_ Supervisor's Name: \_\_\_\_\_

Address of Employer: \_\_\_\_\_

Work Phone : \_\_\_\_\_ Monthly Income: \_\_\_\_\_

Other non-working income you want considered. Please explain: \_\_\_\_\_

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**Co-Applicant Information**

Name of Co-Applicant: \_\_\_\_\_

Home Phone Number: \_\_\_\_\_ Cell Number: \_\_\_\_\_ Other: \_\_\_\_\_

Other names used within the last 3 years? \_\_\_\_\_

Current Address; \_\_\_\_\_

City, State, Zip \_\_\_\_\_

\_\_\_\_\_ Rent \_\_\_\_\_ Own Rent Amount: \$ \_\_\_\_\_ Date Moved In: \_\_\_\_\_

Reason for leaving current residence? \_\_\_\_\_

Name & Phone number of owner/manager \_\_\_\_\_

Previous address(es) (past 2 addresses or past 5 years) if more space is needed please use back of this application \_\_\_\_\_

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Previous rent amount: \$ \_\_\_\_\_ Date Moved In: \_\_\_\_\_ Date Moved Out: \_\_\_\_\_

Reason for Leaving? \_\_\_\_\_

Name & Phone number of owner/manager \_\_\_\_\_

Social Security #: \_\_\_\_\_ Drivers Lic. # & State \_\_\_\_\_

Date of Birth: \_\_\_\_\_ # Of People residing in home \_\_\_\_\_

**Co-Applicant Employment Information:**

Present Employer \_\_\_\_\_ Position \_\_\_\_\_

Date you started: \_\_\_\_\_ Supervisor's Name: \_\_\_\_\_

Address of Employer: \_\_\_\_\_

Work Phone: \_\_\_\_\_ Monthly Income: \_\_\_\_\_

Other non-working income you want considered. Please explain: \_\_\_\_\_

### **Rental/Criminal History:**

Have you, your spouse, or any occupant listed in the Application has ever:

\_\_\_\_\_ Been evicted or asked to move out? If so who: \_\_\_\_\_

\_\_\_\_\_ Moved out of a dwelling before the end of the lease term without owner's consent?

\_\_\_\_\_ If so who: \_\_\_\_\_

\_\_\_\_\_ Been sued for property damage? If so who: \_\_\_\_\_

\_\_\_\_\_ Declared Bankruptcy? If so who: \_\_\_\_\_

\_\_\_\_\_ Been sued for rent? If so who: \_\_\_\_\_

\_\_\_\_\_ Been charged, detained, or arrested for a felony, misdemeanor involving a controlled substance, violence to another person or destruction of property, or a sex crime that has not been resolved by any method?

\_\_\_\_\_ If so who: \_\_\_\_\_

\_\_\_\_\_ Been charged, detained, or arrested for a felony, misdemeanor involving a controlled substance, violence to another person or destruction of property, or a sex crime that has been resolved by conviction, probation, deferred adjunction, court ordered community supervision, or pretrial diversion?

\_\_\_\_\_ If so who: \_\_\_\_\_

If you checked any of the above please explain. Please indicate the year, location, and type of each felony, misdemeanor involving a controlled substance, violence to another person or destruction of property, or sex crime other than those resolved by dismissal or acquittal. If none of the above are checked you are representing the answer is no to all questions. \_\_\_\_\_

### **Credit Information**

Do you or the co-applicant have an open bank account? Yes \_\_\_\_ No \_\_\_\_

If so please provide the following information:

Checking Acct #, Bank & Phone # \_\_\_\_\_

Savings Acct #, Bank & Phone # \_\_\_\_\_

Do you have an auto loan? Yes \_\_\_\_ No \_\_\_\_ Lienholder \_\_\_\_\_

Phone Number \_\_\_\_\_ Account Number \_\_\_\_\_

Do you have any credit cards? Yes \_\_\_\_ No \_\_\_\_

Please list: \_\_\_\_\_

Other credit references: (please provide 2)

Creditor \_\_\_\_\_ Phone # \_\_\_\_\_

Acct# \_\_\_\_\_ Exp date \_\_\_\_\_

Creditor \_\_\_\_\_ Phone # \_\_\_\_\_

Acct # \_\_\_\_\_ Exp date \_\_\_\_\_

### Household Information

Please list all vehicles that will be parked at residence:

Make/Model \_\_\_\_\_ Year \_\_\_\_\_

License Plate # & State \_\_\_\_\_ Color \_\_\_\_\_

Make/Model \_\_\_\_\_ Year \_\_\_\_\_

License Plate # & State \_\_\_\_\_ Color \_\_\_\_\_

**Work References:** (manager, asst. mgr, owner for the last 3 years)

Name \_\_\_\_\_ Phone \_\_\_\_\_

Name \_\_\_\_\_ Phone \_\_\_\_\_

Name \_\_\_\_\_ Phone \_\_\_\_\_

Personal Reference:

Name \_\_\_\_\_ Phone \_\_\_\_\_

Name \_\_\_\_\_ Phone \_\_\_\_\_

Emergency Contact:

Name \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_ Relationship \_\_\_\_\_

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For Office Use Only

Date application was received \_\_\_\_\_

References Checked \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

App Rej. \_\_\_\_\_ App Appr. \_\_\_\_\_

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**Authorization to verify information/Disclaimer:**

I/We give RE/MAX of Alamogordo, Ltd. authorization to gather information regarding rental history, credit history, employment history and verify income. By signing this document, I/We hereby agree that the above is true and correct to the best of my/our knowledge. I/We hereby authorize verification of the information given on this application from any source(s) listed above. **False information entitles the Owner/Owner Representative to reject this application and/or other documents as necessary and retain any deposits as fee for processing the application.**

If RE/MAX of Alamogordo, Ltd. and/or the Owner chooses to allow the use of a paid security deposit to place a hold on the property for rent (for a maximum of two weeks), it is understood if you choose not to rent the property at any time during the time period the property is held for you, RE/MAX of Alamogordo, Ltd. is not required to refund the security deposit.

Name of applicant(s)

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Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

Signature of Co-Applicant \_\_\_\_\_ Date \_\_\_\_\_