

Hunter's Ridge Apartments

301 Panorama Blvd., Alamogordo, NM 88310

Phone: (575) 437-2300 Fax: (575) 443-0403

Email: huntersridge301@yahoo.com

RENTAL QUALIFICATIONS

- Fair Housing:** We will show, qualify, refer and lease to a prospect in accordance with Federal Fair Housing Laws. We do not discriminate against any person because of race, color, religion, sex, national familial status or disability.
- Age:** Must be 18 years of age to sign lease contract.
- Application:** Must be completed by each single adult applicant (18 years of age or older) without omissions or falsifications.
- Lease Term:** Six to twelve months.
- Deposits:** One and Two Bedrooms - \$400. Three bedrooms or furnished \$500.
- Pets:** One pet (dog or cat) per apartment. Pet cannot exceed 35lbs full grown and must be housebroken. A deposit of \$150 is required which is refundable and a pet fee of \$300 which is not refundable. A \$25 monthly pet rent is also required. Pets must be kept on a leash at all times when they are outside your apartment. Residents will be fined if they are not on a leash or if the pet owner does not pick up pet waste. * No vicious breeds accepted.
- Occupancy Limits** Two adults per bedroom. One additional occupant will be allowed in any unit if the additional occupant is less than one year of age for the current lease term. You will be required to transfer to a larger unit after the additional occupant is one year old and the current lease is fulfilled.

WE VERIFY THE FOLLOWING ON ALL PROSPECTIVE RESIDENTS

- Employment History:** Must be currently employed or be able to provide verifiable source of income.
- Income:** Monthly gross income at least 3 times the monthly rental rate. Monthly gross income between 2 and 3 times rent is counted as one exception. Monthly gross income less than 2 times rent will result in the application not being approved. Child support payments and/or alimony will be considered when court ordered. Check stubs are required. Income, other than from salary or wages, must be in writing and verifiable from a government agency, company disability or pension fund, or charitable organization, and require to be notarized. A full-time student may have a qualified guarantor. Self-employed income must be verified with tax forms or bank statements.
- Residential/Rental History:** Resident history verified in good standing for a period of 12 months. Failure to meet 12 months resident history will be counted as one exception. Applicants with an outstanding debt to a previous landlord within the last 60 months will not be accepted unless debt is paid. A lease that was skipped or resulted in an eviction within 60 months of the date will result in the application being rejected. Rental contract and proof of payment is required if applicant rented a home from a private individual. Mortgage information must be furnished if you own or owned a home.
- Credit History:** Applicant must have less than 4 credit accounts rated 4 or higher in the last 24 months prior to this application. No credit history is acceptable. Any outstanding debts to a utility company or previous landlord may be offset by paying off the debt. Legal judgments and tax liens each count as one exception. A negative check verification may be offset by agreeing on the lease to pay monthly rent with certified funds.
- Criminal History:** Any application from a person who has been convicted of a felony or other violent crime against persons or property will not be approved.
- Guarantor:** May only be used for students who are full-time students. Guarantor's income must be 4 times monthly rent and meet above credit requirements.
- Exceptions:** One exception will require an additional deposit equal to the required deposit above. Two exceptions will result in an additional deposit equal to one months rent. Three exceptions will result in the application not being approved. Any additional deposits are in addition to the deposit required above.

Revised 12/27/2014

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Application for Occupancy

Failure to complete all sections and sign will result in delay or denial of this application (a co-signer may be required to fill out as well). We do not discriminate on the basis of age, race, religion, national origin, familial status, handicap (American with Disability).

Personal Information

Name: _____ Date of Birth: ____ / ____ / ____ Social Security No. _____
Home Phone: _____ Work Phone: _____ Cell Phone: _____
Driver's License No.: _____ Issuing State: _____

Spouse or roommate's information

Name: _____ Date of Birth: ____ / ____ / ____ Social Security No. _____
Home Phone: _____ Work Phone: _____ Cell Phone: _____
Driver's License No.: _____ Issuing State: _____

Emergency Contacts

Name two people (not living with you) to notify and whom you authorize to take possession of your personal property in case of an emergency).

Name: _____ Phone: _____ Name: _____ Phone: _____
Address: _____ Address: _____
Relationship: _____ Relationship: _____

Residential History

Present Landlord/Community Name: _____ Phone: _____
Address: _____ Apt No. _____
City: _____ State: _____ Zip Code: _____
Rent amount: _____ How long: _____ From: _____ To: _____

Previous Landlord/Community Name: _____ Phone: _____
Address: _____ Apt No. _____
City: _____ State: _____ Zip Code: _____
Rent amount: _____ How long: _____ From: _____ To: _____

Employment Information

Name of employment/business: _____ Name of supervisor: _____ Phone: _____
Address: _____ Position: _____
Employed From: _____ To: _____ Monthly gross income: _____

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Address: _____ Position: _____
Employed From: _____ To: _____ Monthly gross income: _____

Other Income:

(verification will be requested) please list any SSI, pension, disability, student grants, dividends, etc...

Name: _____ Type of income: _____ Amount: _____
Name: _____ Type of income: _____ Amount: _____

General Questionnaire:

Answer all of these questions (adults and juveniles)

1. Have you, or anyone (including all potential occupants) on this application, ever been evicted, asked to leave a property, move to avoid eviction or moved because of problems with other tenants or the landlord?
Yes No if yes, please explain: _____

2. Have you, or anyone (including all potential occupants) on this application, ever plead no contest to, plead guilty to or been convicted of any felony or ever plead no contest to, plead guilty to or been convicted of any misdemeanor involving alcohol, drugs, gangs, children, violence, or theft (this includes any crime in the same categories plead to, convicted of, or committed by any potential juvenile occupants?)
Yes No if yes, please explain: _____

3. Are there any criminal cases currently filed or pending against you or any prospective lessee or occupant?
Yes No if yes, please explain: _____

4. Have you or anyone on this application, ever been placed on probation, parole, released from jail or released from prison, or ever been effected by the Megan laws?
 Yes No if yes, please explain: _____

5. Have you or anyone on this application, ever been, or currently are, a member of a gang or a member or a gang currently involved in any criminal activity, been arrested in the last five years, have an arrest warrant outstanding, or awaiting disposition in any criminal matter?
 Yes No if yes, please explain: _____

6. Do you have any pets?
 Yes No
 Name: _____ Type: _____
 Name: _____ Type: _____
7. How many people will be residing with you? _____
 Name: _____ Relationship: _____
 Name: _____ Relationship: _____
 Name: _____ Relationship: _____

False statements or incomplete information will be grounds for denial of this application and/or eviction, if information provided is later learned to be false or misleading.

This application must be signed before it can be considered by Landlord. Acceptance of this application, and any monies deposited herewith, is not binding upon Landlord, until approved by Landlord in writing. The \$25.00 application fee is non-refundable.

Deposit to Hold Agreement

In consideration of the management for holding the apartment for me, I agree to pay a holding deposit if \$_____ and \$_____ non-refundable fee for administrative processing. The holding deposit if refundable if my application is not approved (14 days delay required for bank clearance of check) by notifying you of any decision to cancel by 5:00pm on _____ 20____. I must pay rent on or before my start date or my holding deposit will be fortified and the apartment rented.

Consent to Release Information

In compliance with the Fair Credit Reporting Act this notice is to inform you that the processing of this application including, but not limited to making any inquiries deemed necessary to verify the accuracy of the information herein, including procuring consumer reports from consumer credit reporting agencies and obtaining credit information from the other credit institutions may be performed by Landlord, the undersigned agrees that this application and any information reports will remain the property of the Landlord.

I/We hereby grant this property the right to process this application, obtain all of my credit information for the purpose of obtaining and thereafter, holding a Rental Lease Agreement with this property now, anytime during my tenancy, if approved. And thereafter for collection purposes at the sole discretion of the Landlord whether a judgment is obtained or not. I/We agree that at all times during the lease should management require a new application to be filled out; I/We agree to fill out a new application within ten days after written notice is made. Failure to do so shall subject me/us to immediate termination at management's sole discretion. Additionally, I/We authorize all corporations, companies and law enforcement agencies, academic institutions, current and former employers, landlords, mortgages, character reference to release information they may have about my/our credit, criminal history, employment, finances, rental/ownership history, academic history, character history or any other information needed by management. Application hereby releases landlord, owner, owner agents, Management Company, its employees and agents and all others performing any investigation regarding this Application from any liability and responsibility from doing so. A photographic or faxed copy if this authorization shall be as valid as the original.

Signature of Applicant and/or Co-Signer

Leasing Consultant as Agent for Owner

Applicant Signature *Date*

Signature *Date*

Application Declaration and Authorizations

(To accompany the rental application)

Accurate Information. You declare that all your statements on the accompanying application and any supplemental information are true and correct. If you fail to fully and completely answer any questions or give false information, we may reject the application, retain all application fees as liquidated damages for our time and expense. Giving false information is a serious criminal offense.

Authorization. You authorize us to verify all information relating to this application through any means, including but not limited to Straight Arrow Screening and any other consumer reporting agencies, public record resources, and other rental housing owners. You further authorize us to furnish information to consumer reporting agencies and other rental housing owners regarding your performance of your lease obligations, including both favorable and unfavorable information about your compliance with any lease, rules, or financial obligations.

In the event that anything contained herein is in conflict with any additional application documents, this document will be controlling.

(each applicant must be named, sign, and date/time this “Declarations and Authorization”)

Applicant Name	Applicant Signature	/
Applicant Name	Applicant Signature	/
Applicant Name	Applicant Signature	/
Applicant Name	Applicant Signature	/