



RENTAL REQUIREMENTS

- Applications must be **filled out completely** and signed by all parties applying.
- The application fee is \$50.00 per person and anybody over the age of 18 must apply. The application fee is due prior to processing of rental application.
- Administration Fee \$100.00 – Due at Signing
- All properties managed by AIM Properties do not allow smoking in the home or garage.
- Applicants must be at least eighteen (18) years old to enter into a lease agreement.
- Pet deposits (**for approved location's only**) are required at time of lease signing. **RESTRICTED BREED: PIT BULLS**
- Applications can be turned in to our office at 625 6th St NW Albuquerque NM 87102 faxed to us at 1-866-333-3680 or scanned and emailed back to us at info@aimpropertiesnm.com.
- Rental application fees must be paid by cash, or money order. If you have any questions please contact our office at 505-312-8651 prior to applying for a property if you have any questions concerning qualifying. **ONCE A FEE IS RECEIVED IT IS NON-REFUNDABLE.**
- **Rental Requirements:**
- Two years verifiable residence history from a third party landlord.
- Home ownership shall be verified by submittal of tax assessor's.
- Two (2) or more three-day notice (pay rent or vacate) from past landlord will result in denial.
- Two (2) or more NSF checks in past two years will result in denial.
- Rental history reflecting any unpaid past due rent or damage balances due past landlord or management will result in application denial.
- Any past unlawful detainer action or eviction will result in denial if less than three years old.
- **Any rental history upon which previous landlord or management refuses to re-rent to applicant will result in denial.**
- Rental history reflecting property damages, not paid for, will result in denial.
- Rental history reflecting past, disturbance of the peace or complaints may result in denial.
- Rental history reflecting pet violations will result in denial.
- **Income Guidelines:**
- Monthly income must equal three (3) times monthly rent.
- Tax returns, bank statements, paychecks, or employer confirmation are acceptable income verifiers.
- Non-married roommates are jointly liable for all rents due on rental unit.
- **Credit Requirements:**
- Credit history will be used as a part of your approval process.
- Tenant cannot have any judgments or collections due to an eviction or non-payment of rent filed within the last 3 years.
- Any previous judgments or collections must be paid in full.
- **Automatic Application Denials:**
- Registered sexual predators or offenders.
- Any felony offense or offence of a dangerous crime within the last 3 years.
- Collection efforts filed by past landlord or property management companies.
- Any past unlawful detainer action or eviction.
- Incomplete or unverifiable information on rental application.
- Discrepancies between rental application and verified information.
- Any rental history upon which previous landlord or management refuses to re-rent to applicant(s) will result in denial.



RENTAL APPLICATION

Property address you are applying for: _____

Desired move in date _____

Please provide all information requested below. Incomplete information will delay the processing of your application. **Please Print Clearly.** Every occupant over the age of 18 must fill out a full application.

APPLICANT(S)

Applicant 1

Name: _____ Social: _____

Date of Birth: _____ Home Phone: _____

Cell Phone: _____ Work Phone: _____

DL/ID #: _____ State _____ Expiration Date _____

Current Address: _____

Email: _____

Applicant 2

Name: _____ Social: _____

Date of Birth: _____ Home Phone: _____

Cell Phone: _____ Work Phone: _____

DL/ID #: _____ State _____ Expiration Date _____

Current Address: _____

Email: _____

Any other occupants under the age of 18 (Name, Age and Relationship)

Name	Age	Relationship
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

EMPLOYMENT HISTORY

Applicant 1

Current Employer _____ Phone: _____

Address: _____ City, State, Zip: _____

Supervisor: _____ Position: _____

How Long: _____ Salary: _____



Applicant 2

Current Employer _____ Phone: _____
Address: _____ City, State, Zip: _____
Supervisor: _____ Position: _____
How Long: _____ Salary: _____

ADDITIONAL INCOME (For example Social Security, Child Support, Housing Assistance, VA Administration, Scholarship Funds etc.)

Source: _____ Monthly Amount: _____
How Long: _____ Phone: _____
Address: _____

RENTAL HISTORY (No Less Than Two Years)

Applicant 1

Present Address: _____
Do you rent or own? _____ Current Rent/Payment: _____
Reason For Leaving: _____
Landlords Name/ Mortgage Co. _____ Phone: _____
Fax: _____
Previous Address: _____
Do you rent or own? _____ Current Rent/Payment: _____
Reason For Leaving: _____
Landlords Name/ Mortgage Co. _____ Phone: _____
Fax: _____

Applicant 2

Present Address: _____
Do you rent or own? _____ Current Rent/Payment: _____
Reason For Leaving: _____
Landlords Name/ Mortgage Co. _____ Phone: _____
Fax: _____
Previous Address: _____
Do you rent or own? _____ Current Rent/Payment: _____
Reason For Leaving: _____
Landlords Name/ Mortgage Co. _____ Phone: _____
Fax: _____



REFERENCES

Name : _____ Phone: _____

Address: _____ Relationship: _____

Name : _____ Phone: _____

Address: _____ Relationship: _____

OTHER INFORMATION

Pets (please include breed and weight) _____

Water Filled Furniture: _____

Vehicles(make, mode, year and license plate number: _____

In the past have you ever been delinquent in paying rent or other financial obligations? If yes please explain: _____

In the past, have you failed to perform any obligations of a rental agreement or have you been a defendant in an eviction lawsuit? If yes please explain: _____

The information provided above is true and correct to the best of my knowledge. I hereby authorize AIM Properties or its agent to verify the above information and obtain a consumer or investigative credit report, criminal background report and eviction records. I understand that the \$ _____ fee for verifying this rental application is not a deposit and will not be applied towards rent or be refunded in the event the application is denied. The damage deposit must be placed in order to remove a property from the market during the processing of an application. If a damage deposit is not paid to hold a property AIM Properties reserves the right to process multiple applications. (Damage deposit paid to AIM properties for holding a property off the market during application processing are only refundable in the event of a denial.)

ALL APPLICANTS MUST SIGN BELOW:

SIGNATURE: _____ DATE: _____

SIGNATURE: _____ DATE: _____



Please fill out which option you are taking prior to submitting your application.

OPTION 1

I HAVE CHOSEN TO PLACE A FULL DEPOSIT OF _____ ON(DATE) _____ AT(TIME) _____ IN ORDER TO TAKE THE PROPERTY LOCATED AT _____ OFF THE MARKET DURING THE PROCESSING OF MY APPLICATION. I UNDERSTAND THAT THE DEPOSIT IS ONLY REFUNDABLE IN THE EVENT MY APPLICATION IS DENIED.

Signature _____ Date _____
Signature _____ Date _____

OPTION 2

I HAVE CHOSEN TO NOT PLACE A DAMAGE DEPOSIT ON THE PROPERTY LOCATED AT _____ . I UNDERSTAND THAT AIM PROPERTIES RESERVES THE RIGHT TO TAKE MULTIPLE APPLICATIONS SINCE I HAVE CHOSED TO NOT PLACE A DEPOSIT ON THE PROPERTY.

Signature _____ Date _____
Signature _____ Date _____

FOR OFFICE USE ONLY

Remarks: _____
Move in Date: _____ Address: _____
Damage Deposit Received: _____ Rent: _____

ONLY TO BE FILLED OUT IF DEPOSIT IS RECEIVED AFTER THE APPLICATION IS RECEIVED WITHOUT A DEPOSIT

I HAVE CHOSEN TO PLACE A FULL DEPOSIT OF _____ ON(DATE) _____ AT(TIME) _____ IN ORDER TO TAKE THE PROPERTY LOCATED AT _____ OFF THE MARKET DURING THE PROCESSING OF MY APPLICATION. I UNDERSTAND THAT THE DEPOSIT IS ONLY REFUNDABLE IN THE EVENT MY APPLICATION IS DENIED.

Signature _____ Date _____
Signature _____ Date _____



Tenant Release and Consent Form

I/We _____, _____ the undersigned hereby authorize all persons or companies listed below to release without liability, information regarding employment, income, assets, rental history, and credit history to AIM Properties for the purpose of verifying information on my rental application.

INFORMATION THAT MAY BE REQUESTED

I understand that the previous or current information regarding me/us may be needed. Verifications and inquiries that may be requested are, but not limited to: personal identity, employment, income, assets, rental history, credit history, and criminal background history.

SOURCES USED TO OBTAIN INFORMATION

- Past and/or present employers
- Previous Landlords
- Public Housing Agencies
- Support and Alimony Providers
- Welfare Agencies
- State Unemployment Agencies
- Social Security Administration
- Veterans Administration
- Retirement Systems
- Banks or other Financial Institutions
- Credit Bureau
- State and/or National Sex offender Registry
- State and/or National Background History Record

I/We agree that a photocopy of this authorization may be used for the purpose of obtaining the information stated above.

Tenant Signature Date

Tenant Signature Date