

Ridgecrest Property Management

223 N. Prospect Street, Suite 204
Hagerstown, MD 21740
(301) 665-2838
www.RidgecrestPropertyMgmt.com

For Office Use Only

Date: _____
App. Fee Rec'd: _____
Initials: _____
Rent: \$ _____

Rental Application

Applications will not be processed unless all requested information is complete. There is a **\$25.00** non-refundable application fee PER APPLICANT. Anyone over 18 must be on the application and on the lease. Thank you for your interest in our rental property. You will be contacted by our office within 2 business days.

Desired Property Address: _____

Date of Application: _____ Desired Date of Occupancy: _____

Applicant's Personal Information

Applicants Full Name: _____ Date of Birth: _____

Social Security Number: _____ Driver's License State/Number: _____

Present Address: _____

Email Address: _____ Phone #'s: _____ cell/home/work?

Marital Status: Single Married Widowed Living w/Partner _____ cell/home/work?

Co-Applicants Full Name: _____ Date of Birth: _____

Social Security Number: _____ Driver's License State/Number: _____

Present Address: _____

Email Address: _____ Phone #'s: _____ cell/home/work?

Marital Status: Single Married Widowed Living w/Partner _____ cell/home/work?

Full Name of All Other Residents:	Relationship to Applicant/Co-Applicant:	Date of Birth: Residents over 18 must fill out Co-Applicant section.
1.		
2.		
3.		
4.		

How Many Pets Do You or Other Occupants Own? _____ Kind(s) of Pet, Breed & Age: _____

Number of Smokers (if any): _____

Personal References: One (1) for Applicant & One (1) for Co-Applicant (*Cannot be a relative, employer, or person living with you*)

Name: _____ Phone #: _____ Relationship: _____ Length of Acquaintance: _____

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Applicant's Residence History

Current/Most Recent Landlord:

Name: _____ Phone #: _____ Email: _____
Address if Different from Current Address: _____
Reason For Leaving: _____
Monthly Rent: \$ _____ Month & Year Moved In: _____

Previous Address: _____ Monthly Rent: \$ _____
Month & Year Moved In & Out: _____ Reason For Leaving: _____
Landlord's Name: _____ Phone #: _____ Email: _____

Previous Address: _____ Monthly Rent: \$ _____
Month & Year Moved In & Out: _____ Reason For Leaving: _____
Landlord's Name: _____ Phone #: _____ Email: _____

Applicant's Employment Information

Your Status: Employed Full-Time Employed Part-Time Student Unemployed Retired

Current/Most Recent Employer: _____ Address: _____
Type of Business: _____ Position/Title: _____ Gross Monthly Salary: _____
Supervisor's Name: _____ Phone #: _____ Dates Employed: From _____ To _____

Previous Employer: _____ Address: _____
Type of Business: _____ Position/Title: _____ Gross Monthly Salary: _____
Supervisor's Name: _____ Phone #: _____ Dates Employed: From _____ To _____

Applicant's Bank & Credit References

Bank(s):	Account Number:	Type:
1.	XXXXXXXXXXXXXXXXXXXXXXXXXX	
2.	XXXXXXXXXXXXXXXXXXXXXXXXXX	

Credit References (loans, credit cards, etc.):	Payment Amount:	Phone Number:
1.		
2.		
3.		

Co-Applicant's Residence History

Current/Most Recent Landlord:

Name: _____ Phone #: _____ Email: _____
Address if Different from Current Address: _____
Reason For Leaving: _____
Monthly Rent: \$ _____ Month & Year Moved In: _____

Previous Address: _____ Monthly Rent: \$ _____
Month & Year Moved In & Out: _____ Reason For Leaving: _____
Landlord's Name: _____ Phone #: _____ Email: _____

Previous Address: _____ Monthly Rent: \$ _____
Month & Year Moved In & Out: _____ Reason For Leaving: _____
Landlord's Name: _____ Phone #: _____ Email: _____

Co-Applicant's Employment Information

Your Status: Employed Full-Time Employed Part-Time Student Unemployed Retired

Current/Most Recent Employer: _____ Address: _____

Type of Business: _____ Position/Title: _____ Gross Monthly Salary: _____

Supervisor's Name: _____ Phone #: _____ Dates Employed: From _____ To _____

Previous Employer: _____ Address: _____

Type of Business: _____ Position/Title: _____ Gross Monthly Salary: _____

Supervisor's Name: _____ Phone #: _____ Dates Employed: From _____ To _____

Co-Applicant's Bank & Credit References

Bank(s):	Account Number:	Type:
1.	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	
2.	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	

Credit References (loans, credit cards, etc.):	Payment Amount:	Phone Number:
1.		
2.		
3.		

Total Gross Monthly Income: \$ _____

If there are other sources of income you would like us to consider, please list below. You do NOT have to reveal any income sources unless you want us to consider it in this application.

Source: _____ Amount: \$ _____ per _____ Contact # (for verification): _____

Source: _____ Amount: \$ _____ per _____ Contact # (for verification): _____

Vehicle Information:

Make/Model _____ Year _____ Color _____ Tag#/State _____

Make/Model _____ Year _____ Color _____ Tag#/State _____

Make/Model _____ Year _____ Color _____ Tag#/State _____

Other (Including Motorcycles, Company Cars, etc.) _____

Emergency Contact Name:	Relationship:	Phone #:	Address:

- | | | |
|--------------------------|--------------------------|---|
| Yes | No | |
| <input type="checkbox"/> | <input type="checkbox"/> | Have you ever filed a petition for bankruptcy?
If yes, briefly explain _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | Have you ever been evicted from any tenancy or had an eviction notice served on you?
If yes, briefly explain _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | Have you ever intentionally refused to pay rent when due?
If yes, briefly explain _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | Have you ever been convicted of misdemeanor or felony?
If yes, briefly explain _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | Are there currently any court judgments against you?
If yes, briefly explain _____ |

Additional Comments: _____

By signing this document I give permission to Ridgecrest Property Management, LLC to contact my current and previous landlord(s) and employer(s), and for those references to release my rental history information and my employment information upon request.

I authorize Ridgecrest Property Management, LLC to carry out any background and credit checks necessary to verify my qualification and standing.

I declare that all of the information provided is true and accurate to the best of my knowledge. Furthermore, I am aware that providing false information on this application is legal grounds for immediate termination of tenancy.

Applicant's Signature: _____ Date: _____

Applicant's Printed Name: _____

Co-Applicant's Signature: _____ Date: _____

Co-Applicant's Printed Name: _____

**Please return this application with \$25.00 Cash, Certified Check or Money Order
For each applicant over 18 years of age, to:**

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