THANK YOU FOR CHOOSING CITY VIEW APARTMENTS AS YOUR FUTURE HOME!!

When submitting your application for Rental or to be placed on our Waitlist you will need the following…

1. Completed Application (s).
2. A $45.00 Application Fee. Per Adult
3. Deposit: $150.00 for 1 Bedroom, $200.00 for 2 Bedroom and $300.00 for 3 Bedroom.
4. 2 Current Pay statements

Payments: We accept Personal Checks, Money Orders or Cashier Checks Please Make Your Payments Separately. On-line Payments are available, ask your leasing consultant for terms.

All Applicants must be at least eighteen (18) years of age. Every Applicant over the age of eighteen (18) must complete an application, without omission or falsification. False or misleading information given by the applicant will be grounds for the rejection of the application, or eviction from the premises.

We Hope You Make City View Apartments Your Next Home ☺

City View Apartments
5350 Justin Dr. NW
Albuquerque, NM 87114
Phone: 505-898-8803 Fax: 505-898-1578
Cityview@jamboreemanagement.com

City View

RENTAL APPLICATION

(Every applicant must submit a separate application.)

Date _____ How were you referred to us? _____

APPLICANT'S INFORMATION (Please print)

a. Applicant's Full Name _____ Date of Birth _____

Social Security Number _____ Driver's License Number & State _____ Home Phone _____

Work Phone _____ Email Address _____ Full Time Student? Yes ☐ No ☐

b. How many people will be occupying the dwelling unit? List names and birthdates of all people who will be living with you: _____

_____

c. Do you have any pets? Yes ☐ No ☐ How many? _____ Type and Size _____

d. Have you ever declared bankrupcy? Yes ☐ No ☐ Have you ever been convicted of, or pled guilty to any offense other than a minor traffic violation? Yes ☐ No ☐

e. List all vehicles to be parked on the premises by applicant or other occupants (cars, trucks, motorcycles, recreational vehicles, trailers, boats)

Make & Model _____ Year _____ License Number _____ State _____

Make & Model _____ Year _____ License Number _____ State _____

f. In case of emergency, notify _____ Work Phone _____ Home Phone _____

Address _____ City _____ State _____ Zip _____

Relationship _____ In the event of serious illness or death of the resident, the above named person to notify may ☐ or

may not ☐ enter, remove and/or store all contents found in the dwelling, storerooms, common areas and mail boxes. Please initial _____

RENTAL HISTORY

a. Present Address _____ City _____ State _____ Zip _____

Move in Date _____ Name of Property Owner/Manager _____ Phone _____

b. Present Address _____ City _____ State _____ Zip _____

Move in Date _____ Name of Property Owner/Manager _____ Phone _____

c. Have you ever been evicted? Yes ☐ No ☐ Have you ever been sued for non-payment or damages to rental property? Yes ☐ No ☐

EMPLOYMENT and OTHER INCOME

a. Present Employer _____ How Long? _____ Position/Occupation _____

Address _____ City _____ State _____

Zip _____ Gross Monthly Salary $ _____ Supervisor's Name/Phone _____

b. Previous Employer _____ How Long? _____ Position/Occupation _____

Address _____ City _____ State _____

Zip _____ Gross Monthly Salary $ _____ Supervisor's Name/Phone _____

a. Disclosure of additional income, such as child support, alimony, separate maintenance, etc, is **mandatory** if you are applying for government regulated housing. Otherwise, disclosure is voluntary, unless you wish to have it in determining if you qualify.

Amount of $ _____ Per _____ Source _____

Amount of $ _____ Per _____ Source _____

Estimated value of all assets, including estimated income from these assets $ _____

CORRECT INFORMATION

The undersigned person presents that all the above statements are true and complete and hereby authorizes the verification of such information via credits reports, rental history reports, release of information by employer (present and former) and other means. Failure to answer any of the above inquiries shall entitle owner to reject this application. False information given above shall entitle owner to (1) reject application (2) retain application fee(s) and deposit(s) as liquidated damages for the owner's time and expenses of processing this application and (3) terminate resident's right of occupancy. False information may also constitute a serious criminal offense under the laws of this state. In any lawsuit relating to this application agreement or rights under statue or government regulations, the prevailing party is entitled to recover attorney's fees and all other costs of litigation from the non-prevailing party. The owner reserves the right to report information about payment performer to consumer credit reporting agencies.

_____ _____

Signature of Applicant Date

EQUAL HOUSING OPPORTUNITY

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EMPLOYMENT VERIFICATION REQUEST

City View Apartments
5350 Justin Dr. NW
Albuquerque, New Mexico 87114
Office#: (505) 898-8803 Fax#: (505) 898-1578
cityview@jamboreemanagement.com

Date _____

Employee Name: _____
Occupation: _____
Social Security #: _____

Employer Name: _____
Street Address: _____
City & State: _____
Phone Number: _____FAX#: _____

BELOW DOTTED LINE TO BE COMPLETED BY EMPLOYER
COPY OF PAYSTUB AND OR LETTER OF INTENT TO HIRE MAY BE REQUIRED, PLEASE FAX BACK TO CITY VIEW APARTMENTS AT YOUR EARLIEST CONVENIENCE.

***If self-employed, please provide a copy of tax statement.**

Name of Supervisor: _____
Length of Employment: From _____To: _____
Wage: _____Per: _____

Pay Schedule: Weekly **4 Checks Stubs** Monthly **1 Check Stub** Bi-Weekly **2 Check Stubs**

Other Compensation (i.e. tips, bonus, etc.): _____
_____

Employer Sign: _____ Date: _____

Title: _____

Phone: _____

We reserve the right to verify the above information by telephone and will keep all information in confidence. I hereby authorize the release of the above information.

_____
Employee Signature

*****Please fax back to City View Apartments at 505-898-1578 or email to cityview@jamboreemanagement.com If you have any question please contact us at 505-898-8803*****

VERFICATION OF RESIDENCY

City View Apartments
5350 Justin Dr. NW
Albuquerque, New Mexico 87114
Office#: (505) 898-8803 Fax#: (505) 898-1578
cityview@jamboreemanagement.com

The person named below has applied for an apartment with City View Apartments. You were listed as having rented to the applicant. The applicant has authorized you to release information about current or prior residency. Your comments will be greatly appreciated.

Resident Name: _____

Resident Address: _____

Community Name: _____

Phone #_____ Fax #_____

PROPERTY OWNER / AGENT COMMENT

Move-in Date _____ Move-out Date _____ or ( ) Still Occupant

Monthly Rent Amount _____ Utilities Included _____ Pets _____

Rent Paid: ( ) On time ( ) Occasionally Late ( ) Often Late

Any Three- Day Notices given? _____ Any Seven-Day Notices given? _____

Any NSF's? ____ If so, how many? _____ Proper Notice Given? _____

Lease Expiration Date: _____

Would you rent to them again? _____

Other Comments _____
_____

Owner / Agent Signature _____ Date _____
Print Name _____ Title _____

Authorization to Release Information

Applicant's signature _____ Date _____

Please fax back to City View Apartments at 505-898-1578 or email to cityview@jamboreemanagement.com If you have any question please contact us at 505-898-8803

RELEASE AND AUTHORIZATION

City View Apartments
5350 Justin Dr. NW
Albuquerque, New Mexico 87114
Office#: (505) 898-8803 Fax#: (505) 898-1578
cityview@jamboreemanagement.com

I _____, as part of my application to lease an apartment at:

Hereby authorize the investigation of all pertinent background information including credit check history, rental and/or mortgage history, employment history including salary, transaction experience, criminal and eviction history and all other related data. I understand that the approval of my application to lease an apartment home will be, in part, determined by the above investigation.

I further understand that the application information will be released to CoreLogic/SafeRent for the purpose of obtaining the data stated above. All collected information will be kept confidential and will only be used in determining approval or rejection of my rental application.

I hereby release **City View Apartments** and **CoreLogic/SafeRent** from any liability whatsoever arising from the investigation.

In order to complete the criminal background portion of the application, please list: address, city, state, counties and zip codes you have lived in for the past seven (7) years (use additional paper if needed):

Address	City	State	Zip Code	County	# years

_____ _____
Signature of Applicant Date

_____ _____
Witnessed By / Title Date

Revised 11/18

CITY VIEW APARTMENTS
RESIDENT SELECTION CRITERIA
REVISED MAY 2023

OCCUPANCY STANDARDS

The following guidelines have been established for the number of household members which will be allowed for each apartment plan:

Floor Plan	Square Footage	Maximum Occupants
1 x 1	560	2 persons per bedroom plus 1 person
2 x 2	920/990/1200	2 persons per bedroom plus 1 person
3 x 2	1200/1290	2 persons per bedroom plus 1 person

INCOME QUALIFICATIONS

Gross income must be 3 times the monthly rental amount or 3 times combined income for more than one applicant. Allowances from relatives, scholarships, study subsidies and/or inconsistent income such as alimony, commissions, or tips will require written verification. The self-employed or anyone collecting cash must provide documentation of verifiable income (i.e. Tax Statement).

EMPLOYMENT QUALIFICATION

An applicant must demonstrate six (6) months of consistent employment. Your signature is required in an effort to obtain all information from your employer. If not employed, proof of income and the verifiable financial ability to pay rent will be required.

RENTAL APPLICATIONS:

Every Applicant over the age of eighteen (18) must complete an application, without omission or falsification. False or misleading information given by the applicant will be grounds for the rejection of the application, or eviction from the premises.

AGE

All leaseholders must be at least eighteen (18) years of age unless familial status applies, or documentation of emancipation is available. All occupants under legal age must reside with a parent or Legal Guardian or have proof of emancipation.

PUBLIC RECORDS

All applicants over the age of eighteen (18) will be required to provide a copy of a valid state Driver's License or State Identification Card. A public records search will be conducted in order to establish confirmation of the validity of the information provided. A criminal records search will be conducted on all applicants. Conviction of, or pending charges of a felony offense against a person, property, or involving controlled substances could constitute the rejection of the application. If pending charges are dismissed, the applicant may reapply for residency. Final Judgments against an applicant for an eviction for nonpayment of rent or for other just cause will be grounds for an application's rejection.

CREDIT HISTORY

A credit report will be obtained for all applicants. Unpaid outstanding amounts owed to a rental housing company or facility will constitute the automatic disqualification of the application. **Applications declined for credit reasons may reapply after 45 days.**

CITY VIEW APARTMENTS
RESIDENT SELECTION CRITERIA
REVISED MAY 2023

RENTAL / RESIDENCE HISTORY

An applicant must provide six (6) months of verifiable rental history. Three (3) or more late rental payments within any consecutive six (6) month time period, or one (1) or more lease infractions may disqualify an application. Any Final Judgments paid or not paid are grounds for automatic disqualification. If applicant has/had a mortgage, proof of mortgage or sale of mortgage will be required.

STUDENTS

Students without proper income, employment and/or rental history will be permitted with a Payment Guarantor but they must pass the credit and criminal background check. Proof of school attendance will be required.

FIRST TIME RENTERS

First time renters will be permitted with a payment guarantor, but must meet income requirements, and pass credit and criminal background checks.

GUARANTOR REQUIREMENTS

Guarantors must pass credit and criminal background check, provide proof of mortgage or at least six (6) months of rental history, and at least six (6) months of verifiable employment history. Monthly gross income must be 3 times the amount of the monthly rent. Guarantors must be a family member.

PETS

Two (2) pets are permitted per apartment home. The pets must be under 70 pounds at full growth and 18 inches or under from the shoulder. **Proof of current vaccinations must be provided for each pet**. Pets must be kept on a leash when outside of the apartment. Cats must be "indoor" pets and cannot be allowed to roam free. All pets must be picked up after when outside. Fish tanks over 20 gallons will require proof of renter's insurance. Exotic pets are not allowed. An additional deposit of $200 will be required along with a one-time non-refundable pet charge of $100.00. A monthly pet rent of **$15** per pet will also be collected.

PARKING

All vehicles should be in good running order and with valid registration. Those vehicles which are "broken down" should be removed from parking area or will be towed at owner's expense. Covered parking is available for $25 per month. Any vehicle found parked in a carport area without written permission from management will be towed at owner's expense without prior notification.

EQUAL HOUSING

City View Apartments and its employees are pledged to the letter and spirit of the United States Policy for the Achievement of Equal Housing Opportunities throughout the nation. We encourage and support an affirmative advertising and marketing program in which there are no barriers to obtaining housing because of race, color, religion, sex, handicap, familial status, national origin.

Applicant's Signature: _____ Date: _____

INCOME VERIFICATION FOR RETIRED AND SELF – EMPLOYED APPLICANTS

City View Apartments
5350 Justin Dr. NW
Albuquerque, New Mexico 87114
Office#: (505) 898-8803 Fax#: (505) 898-1578
cityview@jamboreemanagement.com

Gross monthly income must be 3 times the rental rate of the intended apartment home. To verify monthly income you may office one or all of the following:

- Bank statements showing monthly deposits from pension, social Security, etc.
- Retirement paperwork with the annual amount received listed.
- Social Security statement with annual or monthly amount given.
- Previous year tax return.
- Proof of investments, etc.

The above information is needed to complete the application process and will not be shared with any other entity.

Applicant's signature_____ Date: _____

Please fax back to City View Apartments at 505-898-1578 or email to cityview@jamboreemanagement.com if you have any question please contact us at 505-898-8803



Not just another Renters Insurance brochure

Affordable renters insurance designed for you

ASSURANT®

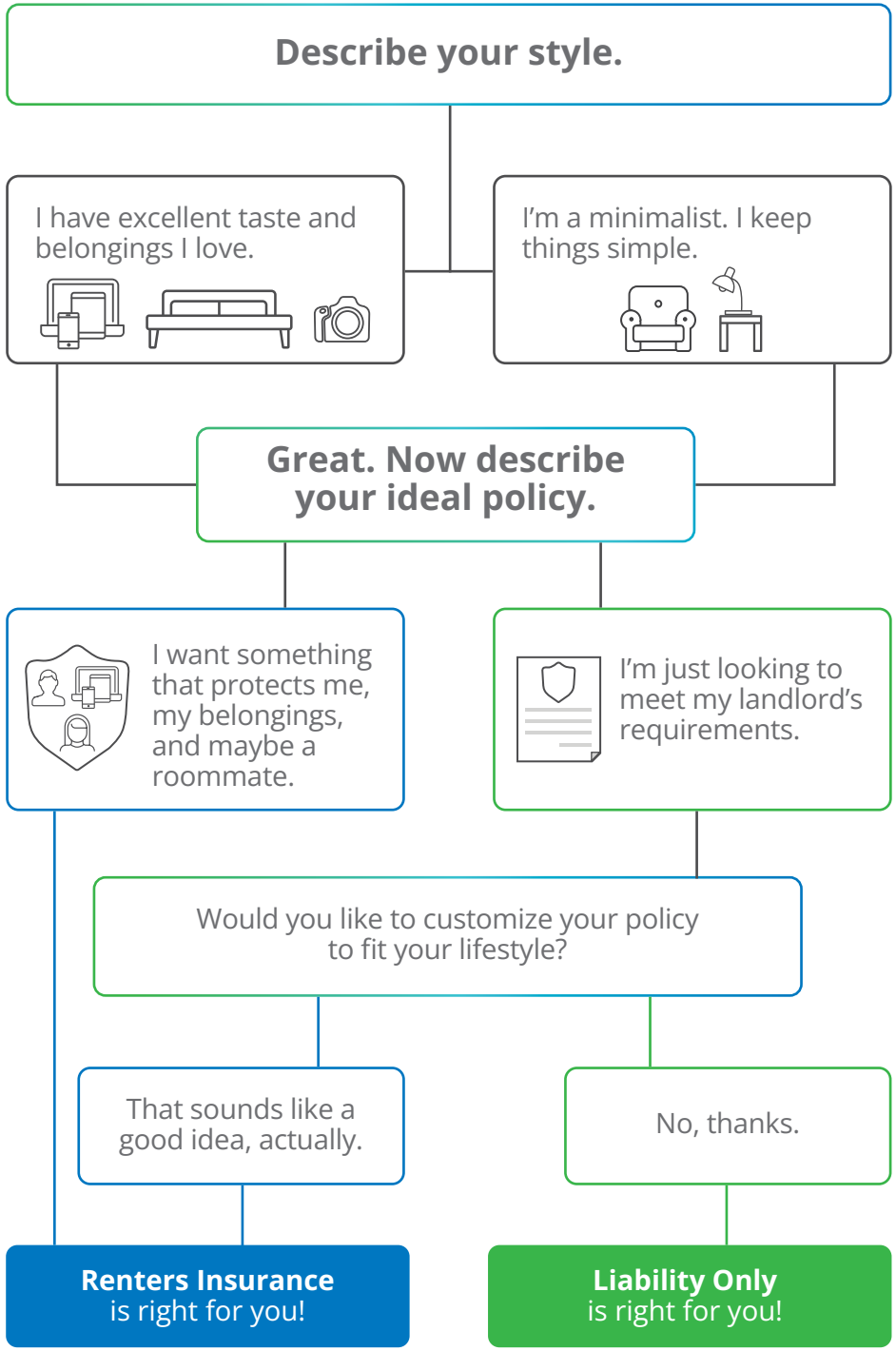
mri multifamily insurance

insurancefrommfi.com

The best coverage for the best humans (that's you).

Get coverage designed just for you and your home with Assurant. Our two options, **Renters Insurance** and **Liability Only**, make it easy to meet your property management company's requirement.

For a fast and free quote in 2 minutes or less, visit insurancefrommfi.com



In all states, unless otherwise noted, Renters Insurance and Residents Liability Insurance are underwritten by American Bankers Insurance Company of Florida with its home office in Miami, Florida. In Minnesota, the underwriter is American Security Insurance Company. In Georgia, Residents Liability is underwritten by Voyager Indemnity Insurance Company. These companies operate under the trade name Assurant.

Our policies already include a lot of what other companies call "extra."



- **Roommates**
  Meets everyone on your lease's liability insurance requirement*
- **Belongings**
  Protection for your belongings and one roommate's (just write their name down)
- **Replacement Cost**
  Money for the actual cost to replace your things
- **Water Damage Liability**
  Pays for accidental water damage** to your home

See how you can make your coverage as unique as you are at insurancefrommfi.com

*Roommate's liability does not apply in the state of North Carolina for Renters Insurance.

**In North Carolina, water damage liability protection is optional for Renters Insurance.

In all states, unless otherwise noted, Renters Insurance and Residents Liability Insurance are underwritten by American Bankers Insurance Company of Florida with its home office in Miami, Florida. In Minnesota, the underwriter is American Security Insurance Company. In Georgia, Residents Liability is underwritten by Voyager Indemnity Insurance Company. These companies operate under the trade name Assurant.

Please see the policy or website for complete details, including costs, limitations, and exclusions.



Your landlord likes you. We do, too.

- No credit checks
- No lengthy questions
- No extra steps to get coverage
- Exclusive discounts*** available
- Insurance for all — guaranteed
- Customer support from real humans
- Proof of insurance sent right to your landlord or interested party

****Exclusive discounts are dependent on your state*.

Discover everything included in our policies at insurancefrommfi.com

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1-855-846-9278 (8558-4MYAPT)

ASSURANT®

←HOME