



Office:  
500 Thorn Street,  
Princeton, WV 24740

## Christian Management Corp

Call or Text: (304)-589-5789  
Fax: (888)-393-3245

Office Hours: Monday, Wednesday, and Friday 9am – 5pm & 1<sup>st</sup> Saturday of every month 10am – 2pm

### RENTAL APPLICATION

Please answer every question truthfully and completely. All answers are strictly confidential & will be verified. Print legibly.

Please list what property you are applying for: \_\_\_\_\_

Is someone else applying for the same property as a co-tenant with you? \_\_\_ Yes \_\_\_ No **Each adult must submit a separate rental application.**

If so, what are each of the co-tenant name(s): \_\_\_\_\_

How did you hear about us? ☐ Trading Journal ☐ Facebook ☐ Craigslist ☐ Zillow ☐ Apartments.com ☐ Flyer ☐ Rental signs ☐ Seen rental office  
☐ Other (please specify): \_\_\_\_\_ ☐ Referral/Word of Mouth (please specify who): \_\_\_\_\_

### PERSONAL INFORMATION:

Full Name (First Middle Last): \_\_\_\_\_ Maiden Name: \_\_\_\_\_

Social Security Number: \_\_\_\_\_ DOB: \_\_\_\_\_ Driver's License Number: \_\_\_\_\_ State Issued: \_\_\_\_\_

Telephone: \_\_\_\_\_ Cell: \_\_\_\_\_ Email Address: \_\_\_\_\_

☐ By providing your phone number, you agree to receive text messages from Christian Management Corporation for the purpose of communicating community news, urgent notifications, and events. Reply "STOP" to opt-out anytime or reply "HELP" for more information. Message and data rates may apply. Message frequency will vary. For more information, please read our [Privacy Policy](#) and [Terms of Service](#).

Present Address: \_\_\_\_\_

Since: \_\_\_\_\_ Rent: \$ \_\_\_\_\_ Amt paid for utilities: \$ \_\_\_\_\_

Reason why you are moving? \_\_\_\_\_ How soon would you like to move in? \_\_\_\_\_

Previous address if less than 2 years: \_\_\_\_\_

Have you lived in any other state? If yes, where: \_\_\_\_\_

Have you rented from us before? Yes No Are you a registered sex offender? Yes No

How many people will be living in the residence? \_\_\_\_\_ Adults \_\_\_\_\_ Children

Have you ever been served an eviction notice or been asked to vacate a property for any reason? \_\_\_\_\_

Have you ever refused to pay rent for any reason? If yes, why? \_\_\_\_\_

Have you ever been convicted of a felony? If yes, how long ago? \_\_\_\_\_

Do you have pets? (How many?) \_\_\_\_\_ Type(s): \_\_\_\_\_ Breed(s): \_\_\_\_\_

Does Buyer have all funds needed (first month's rent, security deposit, lease option fee, etc.)? \_\_\_\_\_

Can renter/buyer get someone to co-sign? If so, who? \_\_\_\_\_

Is Buyer bringing own appliances? YES or NO If so, which ones: Refrigerator Stove Washer Dryer Dishwasher

**EACH Tenant MUST provide a credit/debit card or bank account to keep on file to be used in the case of default, damages, or breach of contract. I understand this is REQUIRED to be provided at lease signing. Yes, I can provide this \_\_\_ No, I cannot provide this \_\_\_**

### INCOME & EMPLOYMENT INFORMATION:

Employer: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Address: \_\_\_\_\_ What day(s) are you paid on: \_\_\_\_\_ Phone: \_\_\_\_\_

How long with current employer: \_\_\_\_\_ Position: \_\_\_\_\_ Verifiable Income: \$ \_\_\_\_\_/Mo

**List additional income (2<sup>nd</sup> employment, social security, food stamps, child support, alimony, etc.): \_\_\_\_\_/Mo**

### LANDLORD INFORMATION:

(We must be able to contact your current landlord & previous landlord(s))

Current Landlord: \_\_\_\_\_ How long did you live there: \_\_\_\_\_

Your rental address: \_\_\_\_\_ Phone: \_\_\_\_\_

Previous Landlord: \_\_\_\_\_ How long did you live there: \_\_\_\_\_

Your rental address: \_\_\_\_\_ Phone: \_\_\_\_\_

When did you move out? \_\_\_\_\_ Reason for moving? \_\_\_\_\_

**AUTHORIZATION:** I hereby release and authorize Christian Management Corporation, both now and in the future, to check my credit report, criminal background, landlord & all other references, and employment income to verify any and all information, financial, criminal, or otherwise, pertaining to myself and any other person named to be a tenant of this lease. I understand that my application will not be processed without the fee and all required documentation submitted.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

**WE OPERATE A ZERO TOLERANCE RENTAL COMPANY. FALSE INFORMATION PROVIDED ON THE APPLICATION OR IF ANY PARTS OF THE LEASE ARE BROKEN THEN THERE WILL BE AN IMMEDIATE EVICTION.**

**See back for important information**



Christian Management Corp  
P.O. Box 1963 Princeton, WV 24740  
**www.ChristianMgt.com**

*What you will need to turn in with your rental application for each adult:*

We can't accept your application without the following items:

- One application per adult (anyone who will be living in the home who is 18 or older) with no blank spaces, please put "N/A" if the question does not apply to you.
- Application fee or receipt of application fee payment online at [www.ChristianMgt.com](http://www.ChristianMgt.com) or call the office to make payment over the phone. All application fees will need to be paid by money order, cashier's check, debit/credit card or bank account number & routing number.
- Clear color copies of state issued picture ID or Driver's License for each adult. We can also make copies in the office or you may submit your items electronically by emailing them to [PropertyManager@ChristianMgtCorp.Com](mailto:PropertyManager@ChristianMgtCorp.Com) or texting them to 304-589-5789.
- Copies of three (3) most recent paystubs, social security award letter, past (3) months bank statements, and/or other proof of income for each adult. We can also make copies in the office or you may submit your items electronically.

*Application fees:*

- Rental: \$25 nonrefundable application fee per adult must be included with this application
- Lease-Option: \$45 nonrefundable application fee per adult must be included with this application

*How to submit your paper application, application fees, and documents OR you can simply apply online at [www.ChristianMgt.com](http://www.ChristianMgt.com):*

You can pay your application fee in person, online, over the phone, or by mail. Your application will not be processed or accepted until all application fees & documents have been received.

- Email – applications, documents, or photos to [PropertyManager@ChristianMgtCorp.com](mailto:PropertyManager@ChristianMgtCorp.com)
- Text – Send information, documents, or photos via text to (304)-589-5789
- Mail – P.O. Box 1963, Princeton, WV 24740
- Online – You can pay your fee online at [www.ChristianMgt.com](http://www.ChristianMgt.com) or simply apply online
- In person – at our office located at 500 Thorn St, Princeton, WV 24740 – An after-hours secure drop-box is available on the office front door
- Fax – applications and documents to (888)-393-3245

\*All money orders or cashier's checks need to be made payable to **Christian Management Corporation**.  
Electronic payment may delay processing times.

*Criteria to be approved:*

- No felony conviction within the last 7 years – violent crimes, drug charges, financial crimes, or property damage charges.
- Household income must meet or exceed three (3) times the monthly rent amount for the property you are applying for.
- No sex offenders
- No evictions within in the last 7 years
- Rental reference, if reference is not available, you will need a Co-Signer with w2 working income or pay a Non-Qualifying fee