

RPM Properties LLC (Ragans Property Management LLC)

RESIDENTIAL RENTAL APPLICATION

3119 Philpott Rd., South Boston, VA 24592 • Peggy N. Ragans / Malcolm E. Ragans — Owners/Managers: 434-579-7979 • Miguel A. Ragans — Agent/Manager: 434-517-1630

IMPORTANT: Please complete all applicable sections. Incomplete information may delay processing. This application is used to evaluate tenancy and does not constitute a lease, approval, or promise of tenancy. Each adult applicant should complete a separate application if requested by management.

1. PROPERTY & APPLICATION INFORMATION

Property Address / Unit:	_____
Desired Move-In Date:	_____
Monthly Rent Advertised:	\$ _____
Application Date:	_____

2. APPLICANT INFORMATION

Full Legal Name:	_____
Preferred Name:	_____
Date of Birth:	_____
Social Security Number:	_____
Driver's License / State ID No.:	_____ State: _____
Current Phone:	_____
Email Address:	_____
Current Address:	_____
City / State / ZIP:	_____
How long at current address?	_____

Other name(s) previously used for rental, employment, or credit records (if applicable):

3. OTHER OCCUPANTS

List every person who will occupy the property.

Full Name	Relationship to Applicant	Age	Will Occupy?

4. CURRENT RESIDENCE / RENTAL HISTORY

Current Landlord / Property Manager:	_____
Landlord Phone:	_____
Current Monthly Rent:	\$ _____
Dates at Current Address:	From _____ To _____
Reason for Moving:	_____
Previous Landlord / Manager:	_____

Phone:	_____
Previous Address:	_____
Monthly Rent:	\$ _____
Dates of Previous Tenancy:	From _____ To _____

Have you ever been late paying rent? ☐ No ☐ Yes If yes, explain: _____

Have you ever received an eviction notice or been a party to an eviction action? ☐ No ☐ Yes

If yes, provide dates and a brief explanation: _____

5. EMPLOYMENT & INCOME

Current Employer / Business:	_____
Employer Address:	_____
Supervisor / Contact:	_____
Employer Phone:	_____
Position / Occupation:	_____
Length of Employment:	_____
Gross Monthly Income:	\$ _____
Additional Lawful Income (optional):	\$ _____ Source: _____

Additional income you want considered for this application may be documented separately. You are not required to disclose income sources that are not relevant to qualification.

6. PREVIOUS EMPLOYMENT

Employer:	_____
Position:	_____
Dates Employed:	From _____ To _____
Employer Phone:	_____
Approx. Monthly Income:	\$ _____

7. PERSONAL / PROFESSIONAL REFERENCES

Name	Relationship	Phone	Years Known

8. VEHICLES

Year	Make / Model	Color	Tag / State	Owner

9. PETS / ANIMALS

☐ No pets/animals ☐ Yes — complete below. Approval may be subject to property rules, lease terms, deposits/fees where lawful, and applicable assistance-animal requirements.

Type / Breed:	_____
Name:	_____

Approx. Weight:	_____
Age:	_____
Other pets/animals:	_____

10. EMERGENCY CONTACT

Name:	_____
Relationship:	_____
Phone:	_____
Email:	_____

11. BACKGROUND / TENANCY HISTORY QUESTIONS

Answer accurately. If a question does not apply, write "N/A."

Have you ever been denied housing or had a rental application withdrawn? ☐ No ☐ Yes Explanation: _____

Have you ever broken a residential lease before its scheduled end date? ☐ No ☐ Yes Explanation: _____

Do you currently owe money to a landlord or property management company? ☐ No ☐ Yes Explanation: _____

Is there any other information relevant to your ability to meet the terms of a residential lease that you wish management to consider? ☐ No ☐ Yes

12. APPLICANT CERTIFICATION & AUTHORIZATION

I certify that the information provided in this application is true, complete, and accurate to the best of my knowledge. I understand that false, incomplete, or misleading information may result in denial of the application or, where permitted by law and the lease, termination of tenancy.

I authorize RPM Properties LLC (Ragans Property Management LLC), its authorized agents, and applicable screening providers to verify the information provided in this application, including rental history, employment/income information, identity, and consumer/background information as permitted by applicable law and with any required authorization.

I understand that submission of this application does not create a landlord-tenant relationship, does not guarantee approval, and does not reserve a property unless management provides separate written confirmation.

I understand that any lease, security deposit, rental rules, property provisions, repair/damage responsibilities, and other tenancy terms will be governed by the executed lease and applicable Virginia law.

I understand that management may request additional documentation or clarification before making an application decision.

Applicant Signature: _____ Date: _____

Printed Name: _____

Co-Applicant Signature (if applicable): _____ Date: _____

Printed Name: _____

FOR MANAGEMENT USE ONLY

Application Received:	_____
Property / Unit:	_____
Application Fee Received (if applicable):	\$ _____
Screening Ordered:	☐ No ☐ Yes Date: _____
Income / Employment Verified:	☐ No ☐ Yes
Rental History Verified:	☐ No ☐ Yes
Decision:	☐ Approved ☐ Conditional ☐ Not Approved ☐ Pending
Decision Date:	_____
Reviewed By:	_____
Notes:	_____

Management Notes: _____
