

RENTAL APPLICATION 2019

- Each adult applicant (18 years of age or older) must complete an application.
- Incomplete applications will not be considered.
- Your application will be denied if you misrepresent any information in this application.
- Please print legibly.
- Proof of identification is required.

How did you find us? _____ Newspaper _____ Yard Sign _____ Apartment ConNeXTion _____ Other Website _____ Referral by _____

Date _____ Name of Landlord/Agent: SKS Management Services LLC

UNIT INFORMATION (To be Completed by Landlord)

Address _____ Unit No. _____

Monthly Rental Amount _____ Security Deposit Amount _____

Type of Tenancy (i.e. 12 month lease, month to month, etc.) _____

Utilities Included _____

PERSONAL INFORMATION

Applicant's Full Name _____ Date of Birth _____
FIRST MIDDLE LAST

List any prior names _____ Soc. Sec. No. _____
that you have used:

Address _____ Phone _____

City, State, Zip _____ Other Phone _____

D.L. No. _____ E-mail _____

OTHER OCCUPANTS include full names.	RELATIONSHIP	DATE OF BIRTH	SOC. SEC. NO.
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_____	_____	_____	_____
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_____	_____	_____	_____
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_____	_____	_____	_____
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RENTAL HISTORY

Current Address _____ How Long? _____
CITY STATE ZIP

Current Landlord _____ Phone _____

Reason for Moving? _____ Current Rent Amount _____ / _____

Previous Address _____ How Long? _____
CITY STATE ZIP

Previous Landlord _____ Phone _____

Reason for Moving? _____ Current Rent Amount _____ / _____

EMPLOYMENT HISTORY

Current Employer _____ Starting Date _____

Address _____
CITY STATE ZIP

Job Title _____ Gross Monthly Income _____
(before deductions)

Supervisor _____ Phone _____

Other Employer _____ Starting Date _____

Address _____
CITY STATE ZIP

Job Title _____ Gross Monthly Income _____
(before deductions)

Supervisor _____ Phone _____

OTHER SOURCES OF INCOME

42 List any additional income to be considered – verification required _____
43 _____

CREDIT & FINANCIAL INFORMATION

45 Bank _____ Balance \$ _____ Account Types _____
47 **Credit Balances (auto loans, personal loans, credit cards)**
48 Types _____ Total Amount Owed \$ _____ Monthly Payment Total \$ _____

OTHER INFORMATION

49 Have you ever been evicted? _____
50 Have you ever filed bankruptcy? _____
51 Have you ever had a court judgment entered for non-payment? _____
52 Have you ever been convicted of a felony or non-traffic misdemeanor? _____

53 **Automobiles and Other Vehicles:**

54 Make and Type _____ Year _____ Color _____ Lic. Num. _____
55 Make and Type _____ Year _____ Color _____ Lic. Num. _____

56 **Animals in Household:**

57 Do you have any animals (pet, ESA, or other)? _____ If yes, what type and how many? _____
58 Do you own a vacuum cleaner? _____ Do you own furniture? _____ Do you smoke? _____ Have you ever been evicted? _____
59 Provide details of any eviction: _____

60 **Emergency Contacts:**

61 Name _____ Phone _____ Relationship _____
62 Address _____
63 Name _____ Phone _____ Relationship _____
64 Address _____

65 **NOTICE: You may obtain information about sex offender registry and persons registered with the registry by contacting the**
66 **Wisconsin Department of Corrections on the Internet at <https://appsdoc.wi.gov/public> or by phone at 608-240-5830.**

67 The rental of this property is limited to the use and occupancy by the individuals listed above without any right to sublet any or all of the property.
68 Tenant may request in writing within seven days after delivery of the rental unit a list of physical damages or defects, if any, charged to the
69 previous tenants security deposit.

70 I enclose the sum of \$ _____ (landlord's actual cost, up to \$25) to obtain my consumer credit report. If I am not a current resident
71 of the state of Wisconsin, then I also enclose the sum of \$ _____ (landlord's actual cost, up to \$25) to obtain my background check.

72 **I understand that if I have misrepresented any information on this application that my application will be denied.**

73 I authorize Landlord to do the following: (1) contact any individuals and/or businesses listed above to verify the information provided in this
74 application before, during, and/or after my tenancy; (2) obtain a copy of my consumer credit report; and (3) perform a background check.

75 I acknowledge being furnished copies of the Rental Agreement, Rules & Regulations, and if applicable, any Nonstandard Rental Provisions.

76 I agree to sign the Rental Agreement, Rules & Regulations and Nonstandard Rental Provisions, if applicable, prior to taking occupancy of the unit.

77 **I certify that all of the information provided in this application is true and accurate to the best of my knowledge.**

78 _____
79 _____
80 Signature of Applicant _____ Date _____

81 _____
82 Desired Move-In Date: _____

NOTE: A SECURITY DEPOSIT IS REQUIRED FROM EVERY TENANT AGAINST DAMAGE OR LOSS TO THE PREMISES AND THE SECURITY DEPOSIT **CANNOT BE USED FOR THE LAST MONTH'S RENT.**

83 **Please Note: Landlord is using public records provided by a third party service to determine your eligibility to rent. Neither Landlord, nor**
84 **the third party service, can vouch for the accuracy of the records as they have no control over such records. It is the responsibility of the**
85 **applicant to check the accuracy of their own public records.**

APPLICANT SCREENING CRITERIA

Applicant Name: _____
Print Name

Date: _____

Owner/Agent Name: _____ Address of Premises: _____

The Applicant Screening Criteria below sets forth both the minimum requirements that must be met in order for your rental application to be accepted and what may cause your application to be denied. Screening criteria is used to assist in the evaluation of each rental application.

REQUIREMENTS:

1. **APPLICATION:** Each adult eighteen (18) years of age or older must complete a rental application in its entirety. Your application will be denied if all portions are not fully completed. If you misrepresent any information on the rental application your application will be denied.
2. **PERSONAL IDENTIFICATION:** You must provide two (2) forms of personal identification one of which must contain a photo. You must also provide a copy of a utility bill (or other bill acceptable to landlord) with your name and current address on it dated within the last two (2) months.
3. **RENTAL HISTORY:** You must provide contact information for both your current and prior landlord. Your application will be denied if, after making a good faith effort, your current and prior landlord cannot be contacted to verify your rental history. If your current or prior landlord report that you or your guests or invitees engaged in behavior in violation of your rental agreement including, but not limited to, disturbing the quiet use and enjoyment of the premises by other tenants and/or neighbors, allowing persons not listed on your rental agreement to reside with you, and/or failure to give your landlord proper notice prior to vacating, your application will be denied. If you previously owned a home you must provide contact information for the mortgage company, if applicable, as well as proof of ownership.
4. **PRIOR EVICTIONS:** If a judgment of eviction has been entered against you within the last five (5) years your application will be denied.
5. **INCOME:** If you are employed your income must be verifiable. You must provide contact information for any and all employers for any job that you would like to be considered. Your application will be denied if, after making a good faith effort, your employer cannot be contacted to verify your income. You must also provide acceptable written documentation including, but not limited to, a paycheck stub dated within the last 30 days or your most recent tax records. If you are self-employed you may have to provide a business license, tax records, bank records, and/or client references.
6. **FINANCIAL BACKGROUND:** Your application will be denied if a money judgment has been entered against you within the last five (5) years and you have not satisfied the judgment by paying all monies owed. Your application will also be denied if your credit report indicates that you have an account that is past due more than sixty (60) days. If you have only one minimally past due account your application may still be considered if a reasonable explanation for the delinquency is provided.
7. **CRIMINAL CONVICTIONS:** Your application will be denied for the following reasons: (1) you have been convicted of manufacturing or distributing a controlled substance as defined in sec. 102 of the Controlled Substances Act (21 U.S.C. § 802); (2) you have been convicted of a felony or released from custody or supervision for a felony conviction, whichever occurred later, within the past six (6) years, and the crime shows a demonstrable risk to tenant safety and/or property; or (3) you have been convicted of a misdemeanor within the last three (3) years and the crime shows a demonstrable risk to tenant safety and/or property. For felony or misdemeanor convictions, other than for the manufacturing or distributing of a controlled substance, consideration will be given to the nature and severity of the crime, your age at the time of the criminal activity, and the amount of time that has passed since the criminal activity occurred. Additional factors may also be considered on a case by case basis. It is your responsibility to provide any supporting information or documentation regarding any prior criminal convictions that you would like to be considered.

I have read and understand the above screening criteria.

*Applicant Signature*_____
Date

When To Use: This form may be given to a rental applicant and sets forth both the minimum requirements that a rental applicant must meet in order for their application to be accepted and what may cause their application to be denied.