

# RENTAL APPLICATION



LANDLORD/PROPERTY MANAGER: \_\_\_\_\_

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

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

## UNIT INFORMATION AND FEES

**This is NOT a lease or a rental agreement.**

The Undersigned hereby makes application to rent Apartment/Unit number \_\_\_\_\_ located at \_\_\_\_\_

\_\_\_\_\_ Monthly rent \$ \_\_\_\_\_ Lease term \_\_\_\_\_

Application Fee/Earnest Money Paid \$ \_\_\_\_\_  Separate Fee for Credit Check \$ \_\_\_\_\_

Separate Fee for Background Check for Out of State Applicants \$ \_\_\_\_\_

## APPLICANT INFORMATION [Each Co-Applicant (named tenant) must complete a separate Application]

Full Name \_\_\_\_\_ Phone \_\_\_\_\_

Date of Birth \_\_\_\_\_ Driver's License No. \_\_\_\_\_

Email: \_\_\_\_\_ Social Security No. \_\_\_\_\_

Emergency Contact: \_\_\_\_\_

Number of Pets to Occupy Unit and Breed: \_\_\_\_\_

Names of Other Persons (Non-Tenants) to Occupy Unit:	Social Security Number/ITIN:	Birth Date if Under 18:
1.		
2.		
3.		
4.		

## APPLICANT'S RENTAL HISTORY

[For the last 3 years]

Have you ever failed to pay rent when due? \_\_\_ Yes \_\_\_ No

Have you ever been evicted? \_\_\_ Yes \_\_\_ No

**CURRENT ADDRESS** \_\_\_\_\_ Rent \$ \_\_\_\_\_

Since (date) \_\_\_\_\_ Landlord/Agent \_\_\_\_\_

Phone \_\_\_\_\_ Email: \_\_\_\_\_

**PREVIOUS ADDRESS** \_\_\_\_\_ Rent \$ \_\_\_\_\_

How long? \_\_\_\_\_ Landlord/Agent \_\_\_\_\_

Phone \_\_\_\_\_ Email: \_\_\_\_\_

**PREVIOUS ADDRESS** \_\_\_\_\_ Rent \$ \_\_\_\_\_

How long? \_\_\_\_\_ Landlord/Agent \_\_\_\_\_

Phone \_\_\_\_\_ Email: \_\_\_\_\_

**APPLICANT'S EMPLOYER & INCOME**

**PRESENT EMPLOYER** \_\_\_\_\_ Address \_\_\_\_\_  
 Phone \_\_\_\_\_ Since (date) \_\_\_\_\_ Monthly Pay \$ \_\_\_\_\_ Position \_\_\_\_\_

**PREVIOUS EMPLOYER** \_\_\_\_\_ Address \_\_\_\_\_  
 Phone \_\_\_\_\_ Since (date) \_\_\_\_\_ Monthly Pay \$ \_\_\_\_\_ Position \_\_\_\_\_

**OTHER SOURCES OF INCOME** You do NOT have to reveal alimony, child support or spouse's annual income unless you want it considered in this application.

Amount:	Source:	Confirmation Person:	Phone:
1.			
2.			
3.			

**APPLICANT'S CREDIT REFERENCES**

Have you ever filed for bankruptcy? \_\_\_\_ Yes \_\_\_\_ No

Banks:	City & State:	Type & Number of Account:
1.		
2.		
Credit References:	Address and/or Phone:	
1.		
2.		
3.		

**PLEASE READ THIS CAREFULLY AND SIGN THIS APPLICATION**

The purpose of this application is to determine whether I qualify as a tenant. If my application is approved, the Landlord and I shall sign a written lease. The Landlord and I have no rental agreement until the time of the lease signing.

I have paid any application fee/earnest money deposit and any separate credit report or background check fee indicated on this application. The application fee/earnest money deposit will be applied to my security deposit or my first month's rent if the Landlord enters into a lease or rental agreement with me. If this application is approved, and I fail to enter into a lease or rental agreement, the application fee/earnest money and any subsequent payments may be retained to compensate the Landlord's costs and damages, subject to the Landlord's duty to mitigate. The application fee/earnest money and any subsequent payments will be refunded to me by the end of the next business day if: (1) this application is rejected or withdrawn before approval; or (2) if the Landlord takes no action on this application by the end of the 21st day following the Landlord's receipt of the earnest money. In all events the Landlord may keep the actual costs of any credit report or background check.

I hereby authorize the Landlord or Manager to investigate my credit and financial responsibility, income, rental and eviction history, and the statements made in this application, and to obtain a consumer credit report on me from a consumer reporting agency that compiles and maintains files on consumers on a nationwide basis. My performance under any lease or rental agreement that I may enter into with the Landlord may be reported to such reporting agency.

I acknowledge that the Manager and the agents and employees thereof represent the interests of the Landlord, but they also have a duty to treat all parties fairly and in accordance with fair housing law, and to disclose material adverse facts about the property.

I was given the opportunity to review a sample lease and the Landlord's rules and regulations. The Landlord/Manager disclosed any building code violations, any utilities not included in the rent, and how utilities that are not separately metered are allocated between the units and any common spaces.

I warrant and represent that I am at least 18 years of age and that all statements herein are true and correct, to the best of my knowledge.

**NOTICE ABOUT SEX OFFENDER REGISTRY** You may obtain information about the sex offender registry and persons registered with the registry by contacting the Wisconsin Department of Corrections on the Internet at <http://www.doc.wi.gov> or by telephone at (608) 240-5830.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

FOR OFFICE USE ONLY		
Date application received: _____		
Income:	Credit report:	Accepted:
Evictions:	Background check report:	Denied:
Rental History:	References:	Notified:
Other:		

Copyright © 2023 by Wisconsin REALTORS® Association Drafted by: Attorney Debra Peterson Conrad  
No representation is made as to the legal validity of any provision or the adequacy of any provision in any specific transaction.