

Madison Property Management, Inc. **RENTAL APPLICATION** Consultant _____

1202 Regent Street
Madison, WI 53715

Phone (608) 251-8777

FAX (608) 255-9656

Address applying for _____ Apt # _____

Expected Move-in date ____/____/____ Rent \$ _____ Deposit \$ _____
(Credit cards are not accepted)

APPLICATION PROCEDURE

Please fill out the following application completely and accurately. Falsification of any information is grounds for denial. All approved applicants are required to provide a valid driver's license or state identification card. If an application is incomplete, our staff will call the applicant one time to obtain the information needed in order to complete the application. If this call does not provide the necessary information, rejection may be based on an incomplete application. Each application is valid for up to 30 days. After that time, a new application must be filled out. Please note: current tenants of MPM are required to fill out a new application when moving to a different unit.

Applicants must demonstrate an ability to pay the monthly rent. Information about your current employer, including names and telephone numbers of references, must be provided if applicable. Please list all sources of income. Employment references may be checked to verify income. If an applicant receives an income subsidy, verification must be provided when turning in the completed application. If an applicant has a payee or other contact person at a specific agency, that payee's name and telephone number must be provided. If an applicant does not demonstrate the ability to pay the monthly rent, a co-signer may be required to guarantee the financial obligations of the lease. A credit check may be conducted on any submitted application. Poor credit does not always result in application rejection; however, it may be a factor used in processing the application, and may be grounds for denial.

A rental history check may be conducted on your application. Applicants are required to have at least two years of satisfactory housing history including rental history and/or home ownership. Please complete your current and prior landlord information. If you own or have owned a home, please make note of this. Satisfactory housing history does not include time residing in student housing (dorms) or residing with parents or relatives. Applicants with less than two years of housing history may be asked to obtain a co-signer to guarantee the financial obligations of the lease. If an applicant owes money to a previous landlord, this balance must be paid in full before the application will be processed.

Madison Property Management, Inc. manages properties owned by different property owners. Each owner has different requirements for tenancy. Madison Property Management, Inc. rents to applicants in the order that their applications are approved. Application processing may take up to 72 hours. We will contact you after your application has been processed. We provide copies of the lease agreement and lease rules upon request. No Earnest Money Deposit is required.

Applicant's First Name _____ M _____ Last _____

Date of Birth ____/____/____ Social Security # _____ - _____ - _____ DL# _____

Phone # _____ Cell Phone # _____ E-mail _____

<u>Other persons to occupy residence</u>	<u>Date of Birth</u>	<u>Relationship</u>	<u>Other persons to occupy residence</u>	<u>Date of Birth</u>	<u>Relationship</u>
_____	____/____/____	_____	_____	____/____/____	_____
_____	____/____/____	_____	_____	____/____/____	_____

Note: Everyone 18+ years of age must submit an individual application.

EMPLOYMENT INFORMATION

Current Employer _____ Start Date ____/____/____ Phone () _____

Address _____ City/State _____ Zip _____ Fax _____

Gross Income \$ _____ / Month

Other income sources and amounts: (Verification must be provided) _____

In case of an emergency, contact: _____ Phone () _____

Address _____ City/State/Zip _____ Relationship _____

E-mail _____

Please complete and sign the reverse side.

HOUSING HISTORY Please supply your most recent housing history. A minimum of the past 2 years is required.

Current Address _____ Unit # _____ City/State _____ Zip _____

Current Landlord _____ Landlord Phone () _____ Fax _____

Landlord's Address _____ City/State _____ Zip _____

Rent paid / Month \$ _____ From ____/____/____ to ____/____/____ Utilities you pay _____

Previous Address _____ Unit # _____ City/State _____ Zip _____

Previous Landlord _____ Landlord Phone () _____ Fax _____

Landlord's Address _____ City/State _____ Zip _____

Rent paid / Month \$ _____ From ____/____/____ to ____/____/____ Utilities you paid _____

Any false statements or omissions are grounds for immediate application rejection or future termination of any lease signed pursuant to this application.

Has an eviction action ever been **filed** against you or someone you were living with at the time? Yes ____ No ____
If yes, by whom, when, and for what reason? _____

Have you been **found guilty** of an offense involving violence to persons or property? Yes ____ No ____

Have you been **found guilty** of drug-related offenses? Yes ____ No ____

Do you owe money to your current landlord **or** any former landlord? Yes ____ No ____

In the event that you don't meet our minimum requirements for approval, please name a co-signer: _____

Address _____ City/State _____ Zip _____

Phone () _____ E-mail _____ Relationship _____

AUTOMOBILE PARKING Is parking desired? Y / N

Parking is NOT Guaranteed: Unless the unit you are applying for is advertised as "Parking Included", selecting "Yes" does not guarantee you a parking stall. You must enter into a separate parking contract before parking is permitted.

ANIMALS/PETS (There is no guarantee pets are permitted.) \$15/cat per month \$25/dog per month *Fees for other animals may apply

Will you have any animals? Y / N # of Cats _____ # of Dogs _____ *Other (please specify) _____
Dog Breed(s): _____ Weight(s): _____

Do you have an emotional support or service animal? Yes ____ No ____ (Verification must be provided)

Do you wish to receive a written explanation of a denial of tenancy? Yes ____ No ____

I found out about Madison Property Management, Inc. from _____.

I, the undersigned, hereby acknowledge that I have read and understand this application, and all information that has been submitted, including the information listed on this application, is true and correct. I understand that all application information and materials are being relied upon in application processing and are a pre-condition to approval by Madison Property Management, Inc. **I hereby authorize management to conduct routine housing references, employment verification, criminal background checks, public records checks, financial reference investigations, and to obtain and rely on credit agency reports for the purpose of processing this application.** I understand and acknowledge that my performance under any lease agreement I may enter into with the landlord may be reported to such credit-reporting agency, and authorize management to obtain my credit report for the purpose of collecting any amounts due pursuant to any future lease agreement with the landlord.

Applicant's Signature _____ Date _____