

APPLICATION FOR RESIDENCY & POLICY STATEMENT

1. A **COMPLETE application** from each adult is required. Management reserves the right to reject any application that is incomplete, falsified, or does not meet the following criteria. This unit will be available until the first qualified applicant(s) signs the lease.
2. **EARNEST MONEY DEPOSIT/CREDIT CHECK FEE:** A \$120.00 earnest money deposit must accompany each application from each adult. There is a \$20.00 non-refundable credit check fee. If your application is not accepted, the \$100.00 earnest money will be returned to you. If your application is accepted the \$100.00 will be applied towards the security deposit. Balance of security deposit is to be paid in full at time of lease-signing. If Applicant's application is approved for tenancy and the applicant fails to enter into a rental agreement, an amount sufficient to compensate the landlord for actual costs and damages may be withheld.
3. **ID REQUIRED.** A driver's license or other government issued identification card with a photo is required. ID will be photocopied.
4. **CREDIT HISTORY:** Applicant(s) credit report shall reflect a habit of prompt payment of debts and no unsatisfied judgements or collections. A co-signer Guarantor may be required in the absence of required credit report.
5. **RENTAL HISTORY.** A good past housing reference will be required. It shall include; a) a record of timely payment of rent, b) record of abiding by management rules; c) record of not disturbing other residents; d) record of showing respect for property.
6. **INCOME REQUIREMENTS:** Applicant shall not pay more than ¼ of their monthly income for rent. In exceptional circumstances, such as not other debts, payments, credit record of prompt payment of all debts, 1/3 of monthly income for rent may be considered. In the absence of appropriate income, a co-signer may guarantee rental payments by signature in person, on lease. Co-signer shall qualify by virtue of credit reference and record of timely payment of debts.
7. **CRIMINAL BACKGROUND CHECKS WILL BE RUN ON ALL APPLICANTS:** Anyone with a criminal record in the past 10 years will be denied. No person will be accepted for residency who has a record of: a) disturbance of neighbors, b) violence to persons or destruction of property, c) a drug related crime, d) the manufacture or distribution of a controlled substance or is a user of a controlled substance. Revelation of such use of an illegal substance shall be grounds for eviction.
8. **OCCUPANCY:** No more than two persons per bedroom or no more than three unrelated persons may occupy a unit unless the unit is a licensed rooming house. This policy shall be applied consistently to All qualified applicants, regardless of their membership in any protected class.

NOTICE: 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.offender.doc.state.wi.us/public/> or by phone at 608-240-5830



RIVER VALLEY PROPERTY MANAGEMENT, LLC

2822 London Road • Eau Claire, WI 54701 • 715-833-8888



Application for Residency

We subscribe to all federal, state and local fair housing laws.

(Please Print) Only applications that are legible and fully completed can be considered!

Property Address: _____ Apt. # _____
 Applicant: _____ Current Phone: Day _____ Evening _____
 Birth Date: _____ Social Security No. _____
 Rent Amount _____ Security Deposit Required _____ Date of Occupancy _____ to _____

| All Persons to occupy apartment/house: | Date of Birth | Relationship (if needed to comply with local zoning ordinances) |
|----------------------------------------|---------------|-----------------------------------------------------------------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

Do you have or do you anticipate having any pets or pets visiting? No _____ Yes _____ Explanation: _____

This unit is a NO SMOKING unit. Do you or your roommates smoke? No _____ Yes _____

I acknowledge that copies of the lease, rules and addendums have been made available for review. No _____ Yes _____

Have you, or any other person named on this application, ever been convicted for dealing or manufacturing illegal drugs?

Been convicted of damage to property? No _____ Yes _____ Explanation: _____

Have you ever been evicted or asked to leave? No _____ Yes _____ Explanation: _____

How did you hear about us? _____ Newspaper _____ Internet _____ Yellow Pages _____ Yard Sign _____ Referral _____ Other _____

Are you currently in the Military? No _____ Yes _____

Housing References:

Present Address _____ City _____ Zip _____

Name of landlord/manager _____

Landlord/manager Phone: Day _____ Evening: _____

Date rented: From _____ to _____ Rent Paid: _____

Reason for leaving: _____

Previous Address _____ City _____ Zip _____

Name of landlord/manager _____

Landlord/manager Phone: Day _____ Evening: _____

Date rented: From _____ to _____ Rent Paid: _____

Reason for leaving: _____

Employment:

Present employer _____ Address _____ Your Work phone _____

How long employed? _____ Position _____ Supervisor _____ Phone _____

Income: Gross monthly income \$ _____ Other income source \$ _____

Automobiles:

Make of auto _____ Year _____ Vehicle lic. no. _____ Driver's lic. no. (state) _____

Make of auto _____ Year _____ Vehicle lic. no. _____ Driver's lic. no. (state) _____

In case of emergency, please notify: Name _____ Relationship _____

City _____ State _____ Zip _____ Phone _____

Earnest money in the amount of \$120 is required with this application. There is a \$20 non-refundable credit check fee. If you are not accepted, the balance of \$100 will be returned to you. If you are accepted, the \$100 will be applied to the security deposit. Balance of security deposit is to be paid at the time of lease signing. If applicant decides not to enter into rental agreement after application approval, actual costs and damages incurred will be deducted from deposit. Deposits may also be withheld as compensation for lost rent if landlord makes reasonable efforts to mitigate rental loss in accordance with 704.29 Wis. Stats. I hereby authorize the Landlord and Manager to investigate my credit and financial responsibility, income, landlord rental reference, eviction history, 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. This application is subject to approval of landlord or landlord's agent. **EARNEST MONEY MAY NOT BE REFUNDABLE AFTER AN APPLICATION HAS BEEN APPROVED IN ACCORDANCE WITH ATCP 134.05**

NOTICE: 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.offender.doc.state.wi.us/public/> or by phone at 608-240-5830.

To the best of my knowledge, all the above information is true:

Signature _____ Soc. Security No. _____ Date _____

Email Address _____



RELEASE INFORMATION REQUEST FORM

I hereby authorize the Landlord and/or Manager to investigate my credit and financial responsibility income, landlord rental reference, eviction history, criminal background, statements made on this application, and to obtain a consumer report from a consumer reporting agency that complies and maintains files on consumers on a nationwide basis.

The Federal Fair Credit Reporting Act requires landlords to tell an applicant that a rejection is based on information provided in a credit report. However, the owner cannot disclose any information from the credit report to the applicant. Applicants have the right to contact the credit bureau themselves to obtain their own information.

Signature _____ Date _____

Print Name _____