



## Rental Application Cover Sheet

Your Name: \_\_\_\_\_

Property Address Applying For: \_\_\_\_\_

- ☐ **Completed and signed rental application**
  - all sections must be filled out, no blank or empty spaces, must have phone numbers, social security numbers, complete names, all must be legible.
- ☐ **Valid PHOTO ID or Driver's License** (must be government issued picture ID, state issued or Passport)
- ☐ **\$40 Application Fee Per Adult** (each applicant over age 18)
  - If paying **cash must be exact change**
  - **If paying by check, must be made payable to Prestige Property Management** (money order or cashier's check, **no personal checks**)
  - **Application fee is Non-Refundable** regardless of application status, must be the full amount, will not process without full application fee
- ☐ **Proof of Income** (see below for acceptable forms of proof, must be legal and verifiable, at least 3x times the monthly rent; if rent assistance, must be 3xtimes the tenant portion for rent assistance applicants)
- ☐ **Minimum 3-5-year rental history**
- ☐ **Minimum 3-5-year work history**
- ☐ **No Recent Evictions (7 years)**
- ☐ Must have rental history with non-related landlords, cannot be relatives.
- ☐ If applicant is self-employed, must provide 1-2 years of tax returns.
- ☐ Office Hours 8:30AM-5:00PM Monday-Friday .

### Acceptable Forms of Income Verification

- ✓ Recent paystubs or check-stubs for the last 60 days
- ✓ If self-employed, last 1-2 years of tax returns or 1099 forms
- ✓ Income Award Letters
- ✓ Divorce Decree or Other Settlement
- ✓ Child Support/Alimony Letters
- ✓ Benefit Award Letter or Proof of Award Letter
- ✓ Retirement or Pension Verification Letter
- ✓ Housing Subsidy/Housing Assistance Letter
- ✓ Rent Assistance Voucher/Housing Assistance Documents
- ✓ Veteran's Assistance/VA Pension

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**Website: [www.PrestigeMilwaukee.com](http://www.PrestigeMilwaukee.com)**

# RENTAL APPLICATION

- 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.

## Proof of Identification is required.

Date \_\_\_\_\_ Name of Landlord/Agent: PRESTIGE PROPERTY MANAGEMENT SERVICES

## 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 INT. 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.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## 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

List any additional income to be considered – verification required \_\_\_\_\_

## CREDIT & FINANCIAL INFORMATION

Bank \_\_\_\_\_ Account No. \_\_\_\_\_ Account Type \_\_\_\_\_

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### **Credit References (auto loans, personal loans, credit cards)**

Type \_\_\_\_\_ Name of Creditor \_\_\_\_\_ Account No. \_\_\_\_\_

Total Amount Owed \_\_\_\_\_ Monthly Payment Amount \_\_\_\_\_

Type \_\_\_\_\_ Name of Creditor \_\_\_\_\_ Account No. \_\_\_\_\_

Total Amount Owed \_\_\_\_\_ Monthly Payment Amount \_\_\_\_\_

## OTHER INFORMATION

### **Automobiles and Other Vehicles**

Make and Type \_\_\_\_\_ Year \_\_\_\_\_ Color \_\_\_\_\_ Lic. No. \_\_\_\_\_

Make and Type \_\_\_\_\_ Year \_\_\_\_\_ Color \_\_\_\_\_ Lic. No. \_\_\_\_\_

Make and Type \_\_\_\_\_ Year \_\_\_\_\_ Color \_\_\_\_\_ Lic. No. \_\_\_\_\_

Do you have any pets? \_\_\_\_\_ If yes, what type and how many? \_\_\_\_\_

Do you own furniture? \_\_\_\_\_ Do you smoke? \_\_\_\_\_

Have you ever been evicted? \_\_\_\_\_ If yes, please provide circumstances: \_\_\_\_\_

### **Emergency Contact:**

Name \_\_\_\_\_ Phone \_\_\_\_\_ Relationship \_\_\_\_\_

Address \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

**NOTICE: You may obtain information about sex offender registry and persons registered with the registry by contacting the Wisconsin Department of Corrections on the Internet at <http://offender.doc.state.wi.us/public/> or by phone at 877-234-0085**

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. 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 previous tenants security deposit.

I enclose the sum of \$ \_\_\_\_\_ (not to exceed \$20) for the purpose of purchasing my consumer credit report.

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

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

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

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

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

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

\_\_\_\_\_  
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.**

**Please Note: Landlord is using public records provided by a third party service to determine your eligibility to rent. Neither Landlord, nor 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 applicant to check the accuracy of their own public records.**