

**Cleasby Properties LLC**  
**CleasbyPropertiesLLC@gmail.com**  
**608-558-7857**

**APPLICATION FOR TENANCY**

Premise: 1703 1<sup>st</sup> Center Avenue  
Brodhead, WI 53520  
Rent: \$1,500/mo Security Deposit: \$1,200  
Lease Term: 12 months

**Requirements:**

- ☐ Two years employment history
- ☐ Two years positive rental history
- ☐ No prior evictions
- ☐ No outstanding money judgments
- ☐ A positive credit history
- ☐ Rent cannot exceed 40% of income

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**NAMES OF PERSONS TO OCCUPY PREMISE:**

1. \_\_\_\_\_ DOB: \_\_\_\_\_ Minor ☐ or Adult ☐

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

2. \_\_\_\_\_ DOB: \_\_\_\_\_ Minor ☐ or Adult ☐

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

3. \_\_\_\_\_ DOB: \_\_\_\_\_ Minor ☐ or Adult ☐

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

4. \_\_\_\_\_ DOB: \_\_\_\_\_ Minor ☐ or Adult ☐

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

Have any applicants ever been convicted of a felony? ☐ If yes, explain: \_\_\_\_\_

Are any applicants Registered Sex Offenders? ☐ If yes, please explain: \_\_\_\_\_

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**HOUSING REFERENCE:** \*\*Please list 2 years of previous residency – use additional sheets for more space.

Present Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Landlord: \_\_\_\_\_ Landlord's Phone: \_\_\_\_\_

Dates of residency: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

Previous Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Landlord: \_\_\_\_\_ Landlord's Phone: \_\_\_\_\_

Dates of Residency: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

Have you ever been evicted from an apartment? Yes No (circle one) If yes, why? \_\_\_\_\_

\*\*Use additional paper for more housing history

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**BANK CREDIT**

Bank Name: \_\_\_\_\_ Checking ☐ Savings ☐

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Page 1 of 5

Revision date: 07/01/2024

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## INCOME

### ADULT #1:

Employer: \_\_\_\_\_ Dates of employment: \_\_\_\_\_ to \_\_\_\_\_

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

Human Resources Phone: \_\_\_\_\_ HR Email: \_\_\_\_\_

Position Held: \_\_\_\_\_ Immediate Supervisor: \_\_\_\_\_

Gross Monthly Income: \_\_\_\_\_ Other Monthly Income: \_\_\_\_\_

### ADULT #2:

Employer: \_\_\_\_\_ Dates of employment: \_\_\_\_\_ to \_\_\_\_\_

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

Human Resources Phone: \_\_\_\_\_ HR Email: \_\_\_\_\_

Position Held: \_\_\_\_\_ Immediate Supervisor: \_\_\_\_\_

Gross Monthly Income: \_\_\_\_\_ Other Monthly Income: \_\_\_\_\_

\*\*Use additional paper for more work history.

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## DRIVER & VEHICLE I.D.

1. Driver's License #: \_\_\_\_\_ State Issued: \_\_\_\_\_ License Plate #: \_\_\_\_\_

Car Year: \_\_\_\_\_ Make: \_\_\_\_\_ Model: \_\_\_\_\_ Color: \_\_\_\_\_

2. Driver's License #: \_\_\_\_\_ State Issued: \_\_\_\_\_ License Plate #: \_\_\_\_\_

Car Year: \_\_\_\_\_ Make: \_\_\_\_\_ Model: \_\_\_\_\_ Color: \_\_\_\_\_

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## EMERGENCY CONTACT (Other than person listed on application)

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Other Phone: \_\_\_\_\_

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

THIS APPLICATION IS NOT A RENTAL AGREEMENT, CONTRACT, OR LEASE. ALL APPLICATIONS ARE SUBJECT TO APPROVAL OF THE OWNER OR MANAGING AGENT. FALSE, INACCURATE OR INCOMPLETE INFORMATION MAY RESULT IN REJECTION OF THIS APPLICATION.

RECEIPT in the sum of **\$25.00** is hereby acknowledged. This deposit is to be returned to the undersigned if the application is not accepted. If accepted, this sum will be applied to the security deposit. At the time the lease is signed, the applicant agrees to pay the balance of the security deposit. The first month's rent, (+/- any applicable pro-rated amount) is due at the time of move in. If you do not enter into a lease after this application has been approved, actual costs and damages incurred will be deducted from the deposit. Deposits may also be withheld as compensation for lost rent if the landlord makes reasonable efforts to mitigate the rental loss in accordance with 704.29 Wis. Statutes.

The applicant consents to a routine inquiry of housing, income, criminal and credit records. This inquiry will provide applicable information concerning the applicant's character, creditworthiness, and reliability. At applicant's request, landlord will advise if a credit report is requested and the name and address of the credit reporting agency. Applicant acknowledges receipt of a copy of this application, with disclosures, as part thereof which may be applicable.

I certify that the answers given are true and complete to the best of my knowledge.

**APPLICANT #1**

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Date: \_\_\_\_\_

**APPLICANT #2**

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Date: \_\_\_\_\_

**APPLICANT #3**

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Date: \_\_\_\_\_

**APPLICANT #4**

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Date: \_\_\_\_\_

## LANDLORD DISCLOSURES AND REQUIREMENTS

Items one through nine below are required of a landlord/agent by the State of Wisconsin and all items are required prior to entering into a rental agreement with a tenant and/or prior to accepting earnest money or a security deposit. Other governmental jurisdictions may have additional laws and regulations that apply:

### TENANT/APPLICANT ACKNOWLEDGES HAVING BEEN ADVISED:

1. that a receipt for money collected has been given tenant;
2. that copies of the proposed lease and rules and regulations of the landlord will be made available to tenant for inspection;
3. of the name and address of the person authorized to receive rent, manage and maintain the premises, who can readily be contacted, and an owner or agent with an address within the state authorized to receive and receipt for notices and demands, and at which service or process can be made in person;
4. of our right to inspect the dwelling unit and notify the landlord of any damage or defect that exist before the beginning of our tenancy
5. of utility charges not included in the rent – TV, internet, phone, etc.
6. of the following uncorrected building and housing code violations, for which the landlord has received notice from code enforcement authorizes and which affect the entire premises or only the dwelling unit and common areas (State of Wisconsin): **None** that the premises contain the following conditions adversely affecting habitability: **None**
7. ~~that attached is an itemized description of any physical damages or defects for which deductions were made from the security deposit of the previous tenant. (OR)~~ No determination has yet been made as to the amount, if any, of deductions and if such deductions are made, tenant will be provided with a written itemized description of said damages or defects at the time the previous tenant is notified; (Strike provision not applicable)
8. that landlord promises to repair, clean, or improve the premises as follows by the completion dates noted: **N/A**; and
9. that security deposits may be withheld only for tenant damage, waste or neglect of the premises or the nonpayment of rent, utility services or fees for which the landlord becomes liable and other reasons specifically and separately negotiated and agreed to by the tenant, in writing, other than in form provision.

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**OFFICE USE ONLY****Housing Reference:**

Completed by: \_\_\_\_\_ Date: \_\_\_\_\_

Comments:  
\_\_\_\_\_  
\_\_\_\_\_**Income Verification:**

Completed by: \_\_\_\_\_ Date: \_\_\_\_\_

Comments:  
\_\_\_\_\_  
\_\_\_\_\_**Credit Reference:**

Completed by: \_\_\_\_\_ Date: \_\_\_\_\_

Comments:  
\_\_\_\_\_  
\_\_\_\_\_

Rent/Income Ratio: \_\_\_\_\_ %

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**APPROVAL**

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

Move in date: \_\_\_\_\_

Length of lease: \_\_\_\_\_

Denied by: \_\_\_\_\_ Date: \_\_\_\_\_

Reason for Denial (If applicable): \_\_\_\_\_ Housing \_\_\_\_\_ Credit \_\_\_\_\_ Income \_\_\_\_\_ Other

Remarks: \_\_\_\_\_