

FOOTSTEP MANAGEMENT LLC

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PLEASE READ ALL FORMS CAREFULLY BEFORE FILLING OUT A RENTAL APPLICATION AND APPLYING

A copy of the lease with “Non-standard Rental Provisions” and “Rules and Regulation’s “are available for you to review before lease signing (if you are accepted). You can review on line at www.werentnow.com or ask to have a copy printed and presented to you when you turn in this application.

1. A photocopy of your driver’s license must accompany each application.
2. Last two pay stubs must accompany your application or a 1099.
3. A current Utility bill, with your name, **MUST** accompany the application.
4. Current rent for 130 or 132 Rhyme St is \$1300.00 with 4 tenants
Rent increases by \$75.00 each for a 5th and 6th tenant
5. If you are applying to have a pet/animal (one only) in the unit, it must accompany your application. Review pet/animal policy before applying. (No puppies, kittens, parrots, ferrets, gerbil’s snakes, reptiles, or the like are not permitted in the unit)
6. Renter’s insurance will be required of each tenant.

Also include with your application the following:

- A. Signed applicant screening criteria (one for each)
 - B. \$20.00 per person application fee; made out to: Footstep Management LLC
 - C. *****All checks must come ONLY from one applicant. No other checks will be accepted.
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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: Jeff Pralle Footstep Management LLC

UNIT INFORMATION (TO BE COMPLETED BY LANDLORD)

Address Rhyme Street Unit No. 130 or 132

Monthly Rental Amount \$1300.00 to \$1,450.00 Security Deposit Amount \$1200.00

Type of Tenancy (i.e. 12 month lease, month to month, etc.) Initial term 360 days, then 12 month renewals

Utilities Included Trash and Recycling.

PERSONAL INFORMATION

Applicant's Full Name _____ Date of Birth _____

List any prior names that you have used: _____

Address _____ Soc. Sec. No. _____

City, State, Zip _____ Phone _____

D.L. No. _____ E-mail _____ Other Phone _____

OTHER OCCUPANTS include full names.	RELATIONSHIP	DATE OF BIRTH	SOC. SEC. NO.
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

RENTAL HISTORY

25 Current Address _____ How Long? _____
CITY STATE ZIP

26 Current Landlord _____ Phone _____

27 Reason for Moving? _____ Current Rent Amount _____ / _____

29 Previous Address _____ How Long? _____
CITY STATE ZIP

30 Previous Landlord _____ Phone _____

31 Reason for Moving? _____ Current Rent Amount _____ / _____

EMPLOYMENT HISTORY

33 Current Employer _____ Starting Date _____

34 Address _____
CITY STATE ZIP

35 Job Title _____ Gross Monthly Income _____
(before deductions)

36 Supervisor _____ Phone _____

37 Other Employer _____ Starting Date _____

38 Address _____
CITY STATE ZIP

39 Job Title _____ Gross Monthly Income _____
(before deductions)

40 Supervisor _____ Phone _____

41 **OTHER SOURCES OF INCOME**

42 List any additional income to be considered – verification required _____

44 **CREDIT & FINANCIAL INFORMATION**

45 Bank _____ Account No. _____ Account Type _____

46 Bank _____ Account No. _____ Account Type _____

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

48 Type _____ Name of Creditor _____ Account No. _____

49 Total Amount Owed _____ Monthly Payment Amount _____

50 Type _____ Name of Creditor _____ Account No. _____

51 Total Amount Owed _____ Monthly Payment Amount _____

52 **OTHER INFORMATION**

53 **Automobiles and Other Vehicles**

54 Make and Type _____ Year _____ Color _____ Lic. No. _____

55 Make and Type _____ Year _____ Color _____ Lic. No. _____

56 Make and Type _____ Year _____ Color _____ Lic. No. _____

57 Do you have any pets? _____ If yes, what type and how many? _____

58 Do you own furniture? _____ Do you smoke? _____

59 Have you ever been evicted? _____ If yes, please provide circumstances: _____

61 **Emergency Contact:**

62 Name _____ Phone _____ Relationship _____

63 Address _____

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

66 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.
 67 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
 68 previous tenants security deposit.

69 I enclose the sum of \$ 20.00 (not to exceed \$20) for the purpose of purchasing my consumer credit report.

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

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

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

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

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

78 _____
 79 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.

82 **Please Note: Landlord is using public records provided by a third party service to determine your eligibility to rent. Neither Landlord, nor**
 83 **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**
 84 **applicant to check the accuracy of their own public records.**

APPLICANT SCREENING CRITERIA

Applicant Name: _____
Print Name

Date: _____

Owner/Agent Name: _____ Address of Premises: _____

The Applicant Screening Criteria below sets forth both the minimum requirements that must be met in order for your rental application to be accepted and what may cause your application to be denied. Screening criteria is used to assist in the evaluation of each rental application.

REQUIREMENTS:

1. **APPLICATION:** Each adult eighteen (18) years of age or older must complete a rental application in its entirety. Your application will be denied if all portions are not fully completed. If you misrepresent any information on the rental application your application will be denied.
2. **PERSONAL IDENTIFICATION:** You must provide two (2) forms of personal identification one of which must contain a photo. You must also provide a copy of a utility bill (or other bill acceptable to landlord) with your name and current address on it dated within the last two (2) months.
3. **RENTAL HISTORY:** You must provide contact information for both your current and prior landlord. Your application will be denied if, after making a good faith effort, your current and prior landlord cannot be contacted to verify your rental history. If your current or prior landlord report that you or your guests or invitees engaged in behavior in violation of your rental agreement including, but not limited to, disturbing the quiet use and enjoyment of the premises by other tenants and/or neighbors, allowing persons not listed on your rental agreement to reside with you, and/or failure to give your landlord proper notice prior to vacating, your application will be denied. If you previously owned a home you must provide contact information for the mortgage company, if applicable, as well as proof of ownership.
4. **PRIOR EVICTIONS:** If a judgment of eviction has been entered against you within the last five (5) years your application will be denied.
5. **INCOME:** If you are employed your income must be verifiable. You must provide contact information for any and all employers for any job that you would like to be considered. Your application will be denied if, after making a good faith effort, your employer cannot be contacted to verify your income. You must also provide acceptable written documentation including, but not limited to, a paycheck stub dated within the last 30 days or your most recent tax records. If you are self-employed you may have to provide a business license, tax records, bank records, and/or client references.
6. **FINANCIAL BACKGROUND:** Your application will be denied if a money judgment has been entered against you within the last five (5) years and you have not satisfied the judgment by paying all monies owed. Your application will also be denied if your credit report indicates that you have an account that is past due more than sixty (60) days. If you have only one minimally past due account your application may still be considered if a reasonable explanation for the delinquency is provided.
7. **CRIMINAL CONVICTIONS:** If you have been convicted of manufacturing or distributing a controlled substance as defined in sec. 102 of the Controlled Substances Act (21 U.S.C. 802) your application will be denied. If you have been convicted of any other crime that shows a demonstrable risk to tenant safety and/or property within the past six (6) years your application may be denied after consideration of the nature and severity of the crime and the amount of time that has passed since the criminal conduct occurred. Additional factors may also be considered on a case by case basis. You should provide any mitigating information or documentation that you would like to be considered regarding any prior conviction along with your application.

I have read and understand the above screening criteria.

Applicant Signature

Date

When To Use: This form may be given to a rental applicant and sets forth both the minimum requirements that a rental applicant must meet in order to become a tenant and what may cause the rental applicant to be denied.