

ALLIANCE MANAGEMENT, LLC
2830 RAMADA WAY, SUITE A – GREEN BAY, WI 54304

This is not a lease or a rental agreement

RENTAL APPLICATION

-RENTAL UNIT INFORMATION-

This application is for the consideration of residency for unit number _____ located at _____

Move in Date: _____ Rent: \$ _____ Security Deposit: \$ _____ Lease Term: _____ Promotion: _____

APPLICANT INFORMATION [Each occupant 18 years of age or older must complete a separate Rental Application]

Full Name: _____ Date of Birth: _____ SSN: _____

Home Phone: _____ Cell: _____ Work: _____ Email: _____

Pets to Occupy Unit if allowed: *(Number and Kind – double deposit required)* _____

Are any adult members of household full-time students? No – Yes, if so, state name(s): _____

Full Names of all Other Occupants	Social Security Number	DOB if under age 18

APPLICANT'S RENTAL HISTORY (Rental history for the last two permanent addresses must be provided)

*Have you ever failed to pay rent when due? Yes No

*Have you ever been evicted or have eviction proceedings ever been initiated against you? Yes No

CURRENT ADDRESS: Rent Own *(check one)*

_____ Apt # _____ City: _____ State: _____ Zip: _____

Dates of Occupancy: From _____ to _____ Monthly Rent/Mortgage \$ _____

Landlord Name: _____ Phone No. _____ FAX: _____

PREVIOUS ADDRESS: Rent Own *(check one)*

_____ Apt # _____ City: _____ State: _____ Zip: _____

Dates of Occupancy: From _____ to _____ Monthly Rent/Mortgage \$ _____

Landlord Name: _____ Phone No. _____ FAX: _____

APPLICANT'S INCOME (2 spaces provided in the event you have a second job)

Present Employer/Position: _____ Address: _____

Monthly Pay \$ _____ Phone #: _____ Fax #: _____ Since Date: _____

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Monthly Pay \$ _____ Phone #: _____ Fax #: _____ Since Date: _____

OTHER SOURCES OF INCOME (Ex: Disability, SSI, Child Support, Unemployment, Section 8, Student Loans, etc.)

Must Provided Documentation of this Income with Application for it to be Considered

Source: _____ Monthly Pay: \$ _____ Household Member: _____

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VEHICLE INFORMATION - Generally 1 vehicle is allowed per person on the lease. List only your vehicle(s).

Make: _____ Model: _____ Year: _____ Color: _____ Plate #: _____

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CRIMINAL BACKGROUND

A national background check will be performed on ALL applicants through the Wisconsin Department of Corrections and Sex Offender Registry.

Have you ever been convicted of, pled guilty, or no contest to any felony, misdemeanor, or ordinance violations? Yes No

Explain: _____

ADDITIONAL QUESTIONS

Have you ever filed for Bankruptcy? Yes No If yes, when? _____

Have you ever filed for Foreclosure? Yes No If yes, when? _____

Do you currently have any collections or judgments against you? Yes No

Explain: _____

Emergency Contact: _____ Phone: _____ Relationship: _____

PLEASE READ CAREFULLY AND SIGN APPLICATION BELOW

The purpose of this application is to determine whether I qualify for residency. If my application is approved, the Landlord and I shall sign a written lease or rental agreement. The Landlord and I have no rental agreement until the time that the lease or written rental agreement is signed. I have paid the earnest money deposit and credit report fee indicated on this application. The earnest money deposit will be applied to my security deposit if the Landlord enters into a lease or rental agreement with me. If this application is approved, and I fail to enter into a lease or rental agreement, the earnest money and any subsequent payments may be retained to compensate the Landlord's costs and damages, subject to the Landlord's duty to mitigate. The earnest money and any subsequent payments will be refunded to me by the end of the next business day if: (1) this application is rejected, or withdrawn before approval; or (2) if the Landlord takes no action on this application by the end of the 10th business day following the Landlord's receipt of the earnest money. The credit report fee is nonrefundable. I hereby authorize the Landlord/Management Company to investigate any 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; my performance under any lease or rental agreement that I may enter into with the Landlord may be reported to such reporting agency. I further authorize the Landlord/Management Company to investigate my credit and financial responsibility, income, rental and eviction history. I also understand that the Landlord/Management Company may perform a criminal background check on me and will perform a background check through the Wisconsin Department of Corrections sex offender registry. I acknowledge that the Manager and the agents and employees thereof represent the interests of the Landlord, but they also have a duty to treat all parties fairly and in accordance with fair housing law, and to disclose material adverse facts about the property. I warrant and represent that I am at least 18 years of age and that all statements herein are true and correct, to the best of my knowledge. I understand that providing false or misleading information or statements exchanged now or later, may be grounds for denial of my application. I understand that my occupancy is contingent upon meeting management's Resident Selection Criteria. Notice: As required by state law, you are hereby notified that 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.widocoffenders.org> or by phone at 877-234-0085.

Notice: Upon move-in and the beginning of your tenancy you have the right to do any of the following within 7 days: Inspect your apartment and provide a written list of damages and/or request a list of physical damages or defects, if any, charged to the previous tenant's security deposit. Please fully complete this application. If you do not provide all of the information requested, we will be unable to process your application.

To be considered, the following must accompany this application:

- Any written documentation helpful in verifying your income (paystubs, award letters, etc.).
- One form of picture identification must be presented at the time your application is submitted.
- \$20.00 non-refundable application fee per application.

Signature of Applicant: _____ Date: _____

Thank You for Your Application!



ALLIANCE MANAGEMENT, LLC
2830 Ramada Way – Suite A
Green Bay, WI 54304

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(APPLICATION REVISED - 1/27/2011)

Thank You for Applying with Alliance Management, LLC

Please know that our management company reserves the right to require a cosigner, additional deposit, or deny residency based on different items listed in the 5 categories below. As part of your application, a credit report will be obtained and a criminal search will be conducted, your employment/source of income will be verified, and your previous residential history will be verified. Details regarding our verification process are as follows:

1. CREDIT HISTORY

A credit report will be processed on each applicant. All applicants will be evaluated on the following criteria:

1. Income to rent ratio
2. Delinquent bill payments
3. Credit behavior
4. Collections(not including medical collections)

2. RENTAL HISTORY

Rental history for the last two years will be reviewed and cannot contain any negative references. Compliance with all terms of the previous landlord's lease contract and community policies is necessary. Additionally, any judgments against you for evictions and unpaid rent or damages not fully satisfied with previous landlords for your entire rental history most likely will be grounds for automatic denial.

3. CRIMINAL HISTORY

A criminal search will be conducted on all applicants to determine eligibility to rent. The application will most likely be declined for any of the following criminal related reasons:

1. Felony conviction
2. Any violence to humans convictions
3. Any cruelty to animals related conviction
4. Any terrorist related conviction
5. Any illegal drug conviction
6. Any prostitution related conviction
7. Any sex related conviction
8. Convictions involving theft or bad checks

4. INCOME & EMPLOYMENT

Applicants must have verifiable current employment or a verifiable source of income like savings account statements, social security, disability, pension, student loan reimbursements, child support, public assistant, unemployment, etc. Gross monthly income of all applicants per apartment is recommended to be at least 2 ½ times the monthly rent or at least 4 ½ times the monthly amount of the rent for co-signers.

5. ADDITIONAL REQUIREMENTS

1. Applicant must be of legal age. (18 years or older)
2. Applicant must submit all application fees and deposits in form of personal check, certified check, cashiers check or money order.
3. Applicant must write a separate check for the application fee and for the deposit.
4. If applicant plans to take occupancy within 7 days from the date of the application, payment **must** be paid in the form of money order or cashiers check.
5. Applicant must provide proof of US citizenship or provide valid documentation from the US Department of Immigration and Naturalization (INS).

6. Application Fee/Deposit

The application fee is not refundable. At lease ½ Security Deposit is required at the lease signing. Lease signings must occur within 3 business days after application acceptance and security deposit must be paid in full prior to moving in. Applicants canceling after deposit is paid will forfeit deposit.

Co-Signers (to be completed ONLY if you are a co-signer)

In cases where co-signers are accepted, all co-signers must qualify under the above criteria by submitting an application and agreeing that Alliance Management will be running a credit and criminal background check. Co-signers will be required to attend Lease Signing and sign the lease to verify that cosigner is aware of and agrees to all Lease Terms and Conditions of the rental agreement.

_____ **I have read and understand the above application criteria.**

_____ **I have provided a valid photo ID, verifications of income, and a \$20.00 Application Fee**

Cosigner: _____ Date: _____

When returning your application please have the following items ready:

For after-hour, weekend, or holiday delivery, there is a silver drop box located at the front entry of the Alliance Management office building. We are located in the lower level of the old Morgan Stanley Building next to the Hampton Inn on Ramada Way in Ashwabenon.

1. Photo ID or a copy of your photo ID if you drop off your application after hours or mail application in.
2. 2 or 3 of your most recent paystubs or any verifications/proof of your income (ex. Disability, SSI, Child Support, Government Assistance, Unemployment, etc.)
3. \$20.00 *non-refundable* application fee (per applicant) payable to Alliance Management. We accept cash, check, money order, or online payment at www.alliancewi.com.



2830 Ramada Way – Suite A
Green Bay, WI 54304

-Felicia Krueger-

Alliance Management Leasing Specialist

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