

The Brittany Parkside
2565 South Calhoun Rd.
New Berlin, WI 53151
262-782-1151 fax
brittanyparkside@gmail.com

Rental Application Policy

The Brittany Parkside management will verify the following information on all rental applications for residential housing.

1. Run a criminal background check.
2. Verify rental history for the past year and get reference from current landlord and past landlord if less than 12 months.
3. Run credit scores.
4. Verify employer and amount of income.
5. Require a minimum of 1 form of photo identification from each applicant
6. These are required for all residents over the age of 18.

The Following are grounds for denying a rental agreement.

1. Sexual offenders and individuals convicted of manufacturing or distributing a controlled substance as defined in sec. 102 of the Controlled Substances Act (21 U.S.C 802) will be automatically denied. If you have been convicted of another crime that shows a demonstrable risk to tenant safety and/or property within the past six (6) years your application will 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.
2. Prior Evictions
3. Poor credit history.
4. No verifiable ability to pay rent
5. False information on the application
6. Number of tenants exceeds reasonable occupancy limits

I/We have applied for an apartment and hereby authorize you to release to The Brittany Park Side the requested information on the attached / following form concerning:

1. Rental verification including date of residency, rent paid, outstanding balances, questions regarding security deposit, payment history, behavior, and evictions.
2. Employment history, dates, titles, income, hours worked.

**I HAVE READ AND UNDERSTAND THE ABOVE POLICY AND
GROUNDS FOR DENIAL OF APPLICATION**

Signature: _____

Signature: _____

APPLICANT SCREENING CRITERIA

Applicant Name: _____ Date: _____

Co-Applicant Name: _____ Date: _____

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.
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 reports that you or your guests or invitees engaged in behavior in violation of your rental agreement including, allowing persons not listed on your rental agreement to reside with you, and/or failure to give your landlord proper notice 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 unless you can provide a valid detailed explanation of your circumstances regarding your eviction.
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. Credit scores below 640 will be denied.
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 another crime that shows a demonstrable risk to tenant safety and/or property within the past six (6) years your application will 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.
8. **Applicants will be denied if application is not fully completed.**

I HAVE READ AND UNDERSTAND THE ABOVE SCREENING CRITERIA.

Applicant Signature Date

Co Applicant Signature Date

The Brittany Parkside

***2565 S. Calhoun Rd
New Berlin, WI 53151
PH (262)782-1150
Fax (262)782-1151***

Applicant: _____

Present Address: _____

City, State, Zip: _____

To Whom It May Concern:

I/We have applied for an apartment and hereby authorize you to release to The Brittany Parkside LLC the requested information on the attached/following form concerning:

- 1. Rental verification including date of residency, rent paid, outstanding balances, questions regarding security deposit, payment history, behavior, and evictions.**
- 2. Employment history, dates, titles, income, hours worked.**

This information is for the confidential use of the, The Brittany Parkside LLC, for qualifying criteria or to confirm information I/ We have applied.

Your prompt reply is necessary to complete our transaction.

Applicant:

Date:

Leasing Agent: _____

RENTAL APPLICATION



Brittany Parkside, LLC.
2565 S. Calhoun Rd.
New Berlin, WI 53151

Feel Free to Fax
This Application
to (262) 782-1151

(262) 782-1150 brittanyparkside@gmail.com Apt. # Rent \$

Please complete all information on front and back of this form

Date: _____

Special Conditions: _____

How did you hear about the apartment?

Current Tenant ()
Apartments.com ()
Zillow ()
Other _____

PERSONAL INFORMATION

Applicant's Name: _____ DOB: _____ Social Security No. _____

Driver's License No. _____ Phone No. () _____

Co-Applicant's Name: _____ DOB: _____ Social Security No. _____

Driver's License No. _____ Phone No. () _____

Email address: _____

OTHER RESIDENTS	DATE OF BIRTH	RELATIONSHIP
_____	_____	_____
_____	_____	_____
_____	_____	_____

RESIDENT'S HISTORY: Applicant

Present Address: _____ City: _____ State/Zip: _____

How Long: _____ Current Rent Amount: \$ _____ Present Landlord: _____ Phone No: () _____

Reason for Moving: _____

Have You Ever:	NO	YES
Filed for bankruptcy?	()	()
Been evicted from tenancy?	()	()
Willfully or intentionally refused To pay rent when due?	()	()

RESIDENT'S HISTORY: Co-Applicant

Present Address: _____ City: _____ State/Zip: _____

How long: _____ Current Rent Amount: \$ _____ Present Landlord: _____ Phone No. () _____

Reason for Moving: _____

Have You Ever:	NO	YES
Filed for bankruptcy?	()	()
Been evicted from tenancy?	()	()
Willfully or intentionally refused To pay rent when due?	()	()

EMPLOYMENT INFORMATION

Employer: _____ Starting Date: _____ Address: _____

City: _____ State/Zip: _____ Position Held: _____ Monthly Income: \$ _____

Supervisor: _____ Phone No. () _____

Co-Applicant's Employer: _____ Starting Date: _____ Address: _____
State/Zip: _____ Position Held: _____ Monthly Income: \$ _____

Supervisor: _____ Phone No. () _____

CREDIT REFERENCES

Bank: _____ Type of Account: _____
Bank: _____ Type of Account: _____

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

_____ Monthly Payment: \$ _____
_____ Monthly Payment: \$ _____

OTHER INFORMATION

Automobiles and Other Vehicles

Make and Type: _____ Year: _____ Color: _____ License No. _____

Make and Type: _____ Year: _____ Color: _____ License No. _____

Do you have any pets? _____ Type of Animal: _____ Do you own furniture? _____

Do you smoke? _____

In case of a personal emergency, notify: _____

Relationship: _____ Phone No. () _____

Address: _____ City: _____ State/Zip: _____

I hereby apply for rental of premises described as: _____ Apt# _____

Rent Amount \$ _____ Date Required: _____

I/We hereby apply to lease the above described premises for the term and conditions about set forth and agree that the rental is to be payable on or before the 1st day of each month in advance. As an inducement to the owner/agent of the property and to the agent to accept this application. I/We warrant that all statements above set forth are true; however, should any Statement made above be a misrepresentation or not a true statement of facts the application may be rejected without stating any reason for doing so and I/We waive any claim to damages.

I/We recognize that as a part of the owner/agent procedure for processing the application, and investigative consumer report and/or criminal report may be prepared whereby information is obtained through personal interviews with my current landlord, friends, and others with who I/We may be acted. This inquiry includes information as to my credit character, general reputation, criminal investigation, personal characteristics and mode of living.

My rental of said premises is to be limited to use and occupancy by family of size and description about without any right on my part to sublet all or any of said premises. I authorize you to contact any references that I have listed above as well as authorize **Brittany Parkside, LLC to conduct a credit check through Transunion.**

This above information, to the best of my knowledge, is true and correct.

Signature of Applicant Date

Signature of Co-Applicant Date

Note: A security deposit is required from every tenant against damage or loss to the premises, and said security deposit CANNOT be used for the last month's rent