

RENTAL POLICY STATEMENT & SCREENING GUIDELINES

READ CAREFULLY
BEFORE
STARTING APPLICATION

Please review the criteria below. If you feel you meet the criteria, please apply. Please note that we provide equal housing opportunity; we do not discriminate on the basis of race, color, religion, sex, handicap, national origin, familial status, marital status, sexual orientation, lawful source of income, age, or ancestry.

APPLICATION We must receive one completed Application for Residency from each adult (aged 18 or older). If the application contains any omissions (not satisfactorily explained), it will be denied. A \$15.00 processing fee must accompany each application. Please make checks payable to Zahner Properties, LLC. . This payment may not be made in cash.

PERSONAL IDENTIFICATION We require a photo ID or other government issued identification card with a photo present at the time of application submission. If you are mailing the application, a photo copy of your identification must be enclosed.

CREDIT HISTORY Credit check will be handled in accordance with Wisconsin.

RENTAL HISTORY It is your responsibility to provide us with the information necessary to contact your past landlords. We reserve the right to deny your application if, after making a good faith effort, we are unable to verify your rental history. If you owned, rather than rented, your previous home, you will need to furnish mortgage company references and proof of ownership or transfer. Rental history must reflect a record of timely rental payments, of abiding by lease rules, of not disturbing the neighbors, and of showing respect for the rented property.

INCOME We must be able to verify independently the amount and stability of your income. (For example: through pay stubs, employer/source contact, or tax records. If self-employed: business license, tax records, or a list of client references.) For Rent Assistance applicants, the amount of assistance will be considered a part of your monthly income for purposes of figuring the proportion.

YOU WILL BE DENIED RENTAL IF:

1. You misrepresent any information on the application. If misrepresentations are found after the agreement is signed, your rental agreement will be terminated.
2. In the past three years, you have has a conviction for any type crime, including, but not limited to, manufacture or distribution of controlled substances, that would be considered a serious threat to real property or other residents' peaceful enjoyment of the premises.
3. Your credit check shows accounts that are not current. For example, occasional credit records showing payments within [30 to 59] days past due could be acceptable provided you can justify the circumstances. Records showing payments past [60] days or a judgment against you for financial delinquency (including financial delinquency to a landlord) are not acceptable.
4. You have been evicted within the last three years for any reason.
5. You have demonstrated a history of disturbing the neighbors from their peaceful enjoyment of the area; destruction of property; violence to persons or property; use of controlled substances; or failure to follow reasonable housekeeping; maintenance in and outside the residence; reports of gambling, prostitution, drug dealing or manufacturing; allowing persons not on the rental agreement to reside on the premises; failure to give proper notice when vacating.
6. Previous landlords would be disinclined to rent to you again for any other reason pertaining to the behavior of yourself, your pets, your children, or others allowed on the property during your tenancy.

BEDROOM OCCUPANCY POLICY No more than two persons shall occupy a bedroom. This policy shall be applied consistently to all qualified applicants regardless of their membership in any protected class. This policy has been formulated on the criteria of the amount of space in the unit, the number and size of the bedrooms, the overall size of the property, available parking space and local ordinances.

I read and understand the Rental Policy Statement and Screening Guidelines and have received a copy.

Signature

Date

Checklist: Signature on front & back Enclosed photocopy of Driver's License or Valid ID Enclosed check for \$15