



**Lake Towne Apartments, LLC**  
 22 Langdon Street #101, Madison, WI 53703 Phone (608) 255-6550  
 615 Howard Place, Madison, WI 53703 Phone (608) 255-3311  
 Website: [www.laketowne.com](http://www.laketowne.com) Email: [office@laketowne.com](mailto:office@laketowne.com)

**APPLICATION FOR RESIDENCY**

**Application will not be processed unless it is completed in full, signed and accompanied by earnest monies & photo ID.**

Today's Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ Email: \_\_\_\_\_

Applicant's Name: \_\_\_\_\_ Birthdate: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Phone: Primary (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Secondary if applicable (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

**APARTMENT INFORMATION**

Premises: Address \_\_\_\_\_ Apt. # \_\_\_\_\_ Rent \_\_\_\_\_

Number to Occupy \_\_\_\_\_ Pets? \_\_\_\_\_ Other \_\_\_\_\_

**Other Resident(s) to Occupy Apartment - all adult proposed residents must complete a separate application.**

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

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

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

**PREVIOUS RENTAL INFORMATION** – applicants are required to have 2 years of satisfactory rental history. Satisfactory rental history does not include time residing in student housing or with parents or relatives. Applicants with less than 2 years of rental history are required to obtain a credit-worthy co-signer to guarantee the financial obligations of the lease. If applicant owes money to another Landlord, the money must be paid in full or a payment plan must be in place before the application will be processed.

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

Present Landlord: \_\_\_\_\_ Email: \_\_\_\_\_ Phone: (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Length of Residency: From \_\_\_\_ / \_\_\_\_ / \_\_\_\_ To \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Rent: \$ \_\_\_\_\_ Reason for Moving: \_\_\_\_\_

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

Present Landlord: \_\_\_\_\_ Email: \_\_\_\_\_ Phone: (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Length of Residency: From \_\_\_\_ / \_\_\_\_ / \_\_\_\_ To \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Rent: \$ \_\_\_\_\_ Reason for Moving: \_\_\_\_\_

**GUARANTOR/CO-SIGNER INFORMATION** – In the event that your rental history is not adequate, please name a guarantor/co-signer below. Guarantor would be guaranteeing performance of the lease including rent payments and must be credit-worthy.

Name \_\_\_\_\_ Phone \_\_\_\_\_ Email \_\_\_\_\_

Address \_\_\_\_\_ Relationship \_\_\_\_\_

**APPLICANT EMPLOYMENT & INCOME INFORMATION**

Present Employer: \_\_\_\_\_ Length of Employment: \_\_\_\_\_

Employer's Address: \_\_\_\_\_  
Street City State Phone: \_\_\_\_\_

Position: \_\_\_\_\_ Supervisor: \_\_\_\_\_ Email \_\_\_\_\_ Income: \_\_\_\_\_

**Other Sources of Income:**

Amount \$ \_\_\_\_\_ Source \_\_\_\_\_ Confirmation name, phone #: \_\_\_\_\_

Amount \$ \_\_\_\_\_ Source \_\_\_\_\_ Confirmation name, phone #: \_\_\_\_\_

Amount \$ \_\_\_\_\_ Source \_\_\_\_\_ Confirmation name, phone #: \_\_\_\_\_

**Credit Information**

Bank(s): \_\_\_\_\_ Types of Accounts: \_\_\_\_\_

Major Credit Cards: \_\_\_\_\_

Personal Loans: \_\_\_\_\_

**(Please complete the reverse side, read and sign.)**

**PERSONAL REFERENCE**

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

Address: \_\_\_\_\_ Street \_\_\_\_\_ City \_\_\_\_\_ Phone: \_\_\_\_\_

**IDENTIFICATION INFORMATION**

Driver's License Number: \_\_\_\_\_ State: \_\_\_\_\_

Social Security Number: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ School/ID: \_\_\_\_\_

Vehicle: Make \_\_\_\_\_; Color \_\_\_\_\_; License # \_\_\_\_\_; State \_\_\_\_\_

**EMERGENCY INFORMATION**

Name(s)/Relationship: \_\_\_\_\_ Phone: \_\_\_\_\_

Address \_\_\_\_\_ Street \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**OTHER INFORMATION**

Have you ever been evicted, asked to leave or denied renewal of a lease? \_\_\_\_\_ Yes \_\_\_\_\_ No

Do you owe any past due rent or other obligation to your current or a previous landlord? \_\_\_\_\_ Yes \_\_\_\_\_ No

Have you or any member of your household ever been convicted of a crime related to disturbance of neighbors, destruction of property, drug-related felonious criminal activity or criminal activity involving violence to persons or property? \_\_\_\_\_ Yes \_\_\_\_\_ No

Have you ever had bed bugs or had your residence treated for any pest infestation? \_\_\_\_\_ Yes \_\_\_\_\_ No

Please explain any "Yes" answers (include dates of occurrences) \_\_\_\_\_

\_\_\_\_\_

Receipt of earnest money in the sum of \$ \_\_\_\_\_ (check # \_\_\_\_\_) is **hereby acknowledged**. This earnest money is to be returned to the applicant(s) if the application is not accepted within 21 days. Upon notification of acceptance of this application, the applicant(s) must sign the lease contract and pay any remaining security deposit. **If for any reason the applicant(s) decides not to rent the premises after the acceptance of the application, the applicant forfeits all earnest money paid** \_\_\_\_\_ (applicant's initials).

It is hereby understood by the parties hereto, that this application is not, and in no way, obligates the landlord/owner to rent to the applicant until this application is approved and signed and dated by the landlord/owner or landlord/owner's agent. This is not a lease. We provide samples of the lease agreement and rules and regulations at [www.laketowne.com](http://www.laketowne.com), and nonstandard provisions upon request.

This landlord/owner abides by the Fair Housing Laws and advocates Equal Opportunity in Housing on all governmental levels. The Fair Credit Reporting Act, Public Law 91-508, requires that we notify you that as part of our normal procedure, routine inquiry will be made. This inquiry will provide applicable information concerning character, general reputation, personal characteristics, mode of living and financial status. Upon written request, additional information as to the nature and scope of the report, if one is made, will be provided.

Applicant is responsible for cost of any credit reports necessary if lease is not entered into. Applicant is also responsible for cost of multiple credit reports if more than one is required to prove credit-worthiness. \_\_\_\_\_ (applicant's initials)

The apartment and/or building may have lead-based paint and/or lead-based paint hazards. \_\_\_\_\_ (applicant's initials)

Do you wish to receive a written explanation of a denial of tenancy? (Verbal explanation will be given automatically.) \_\_\_\_\_ Yes \_\_\_\_\_ No

Notice: You may obtain information about the sex offender registry and persons registered with the registry by contacting the Wisconsin Department of Corrections at <http://offender.doc.state.wi.us/public/> or by phone at 608-240-5830.

**The information given on this application is true to the best of my knowledge. I understand that any false, inaccurate or incomplete information may result in the rejection of this application and/or canceling of any lease.**

**I do, hereby, authorize the landlord/management to conduct routine housing references, employment verification, criminal background checks, public records checks, financial reference investigations, and to obtain and rely on credit agency reports for the purpose of processing this application.**

Applicant Signature Agreeing to the Above: \_\_\_\_\_

Date Signed: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Owner or Agent Signature: \_\_\_\_\_

Date Approved: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Applicant Referred By: (please circle) Friend, Newspaper, Sign, Apt. Guide, Campus Asst. Ctr., Internet, Other \_\_\_\_\_