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Office  
4004 Oakwood Hills Pkwy Suite 100  
Eau Claire WI 54701

Mailing Address  
PO Box 720  
Eau Claire WI 54702-0720

715-834-3411  
Fax: 715-834-1535  
1-800-924-3256



Dear Potential Tenant:

Thank you for your interest in renting an apartment managed by Landmark Company. Attached is the application for housing that you requested. Please fill it out as completely as possible. **We do not charge an application fee.**

Landmark Company is committed to providing equal housing opportunity; we do not discriminate on the basis of race, color, religion, sex, handicap, national origin, familial status, marital status, sexual orientation, or lawful source of income or age.

After you return a complete application to us, we will collect credit, court record, employment and rental reference information before we approve or disapprove an application. Negative information disclosed by those searches may disqualify you. Please be aware that if any information on the application is misrepresented and found after a rental agreement is signed, the rental agreement will be terminated.

Some of the things that we will look at include a conviction of any type of crime that would be considered a serious threat to real property or to other residents' peaceful enjoyment of the premises, manufacture or distribution of controlled substances, court-ordered evictions, judgments for financial delinquency, bankruptcy, allowing persons not on the lease to reside on the premises, and reports of gambling or prostitution. Our house rules and guidelines are extensive and the mentioned items only suggest major categories of concern. Our rental manual applies in all cases.

Should you have any questions, if you are having difficulties completing any portion of the application, or if you wish to see the apartment for which you are applying, contact our office at 715-834-3411 and we will be happy to assist you.

Sincerely,

Landmark Company

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**UNIT INFORMATION**

**This is NOT a lease or Rental Agreement.**

The undersigned hereby makes application to rent apartment / Unit / number \_\_\_\_\_ located at \_\_\_\_\_  
\_\_\_\_\_ Monthly rent: \_\_\_\_\_ Lease term of: \_\_\_\_\_  
Security Deposit Paid: \$ \_\_\_\_\_ Occupancy Date: \_\_\_\_\_

**APPLICANT INFORMATION**

**Each Non-Married Co-Applicant must complete a separate Rental Application.**

Full Name (First): \_\_\_\_\_ (Last) \_\_\_\_\_ (MI) \_\_\_\_\_

Previous Name (if any): \_\_\_\_\_

Age \_\_\_\_ Date of Birth \_\_\_\_\_ Social Security No. \_\_\_\_\_ Driver's License No. \_\_\_\_\_

Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Spouse (First): \_\_\_\_\_ (Last) \_\_\_\_\_ (MI) \_\_\_\_\_

Previous Name (if any): \_\_\_\_\_

Age \_\_\_\_ Date of Birth \_\_\_\_\_ Social Security No. \_\_\_\_\_ Driver's License No. \_\_\_\_\_

Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Names of Other Persons (Non-Applicants) to occupy unit	Relationship	Social Security No.	Age
1.			
2.			
3.			
4.			

Pets (No. and Kind): \_\_\_\_\_

Have you ever been arrested and/or convicted of a crime? If yes, please explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Are you subject to any state's lifetime sex offender registration requirement? If yes, please list the state: \_\_\_\_\_

Please list all states where all household members have every lived: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**APPLICANT'S RENTAL HISTORY**  
**(Prior 3 years)**

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

CURRENT ADDRESS (including zip) \_\_\_\_\_

Rent \$ \_\_\_\_\_ Since (date) \_\_\_\_\_ Landlord \_\_\_\_\_

**Landlord's Daytime Phone** \_\_\_\_\_

PREVIOUS ADDRESS \_\_\_\_\_

Rent \$ \_\_\_\_\_ Since (date) \_\_\_\_\_ Landlord \_\_\_\_\_

**Landlord's Daytime Phone** \_\_\_\_\_

**APPLICANT'S EMPLOYER & INCOME**

Status: \_\_\_ Employed \_\_\_ Full Time \_\_\_ Part Time \_\_\_ Retired  
\_\_\_ Student \_\_\_ Full Time \_\_\_ Part Time \_\_\_ Unemployed

**PRESENT EMPLOYER** \_\_\_\_\_ Address \_\_\_\_\_

Phone \_\_\_\_\_ Since (date) \_\_\_\_\_ Weekly Take Home Pay \$ \_\_\_\_\_ Position \_\_\_\_\_

**PREVIOUS EMPLOYER** \_\_\_\_\_ Address \_\_\_\_\_

Phone \_\_\_\_\_ Since (date) \_\_\_\_\_ Weekly Take Home Pay \$ \_\_\_\_\_ Position \_\_\_\_\_

**OTHER SOURCES OF INCOME** You do NOT have to reveal alimony or child support unless you want it

considered in this application.

Amount:	Source:	Confirmation Person:	Phone:
1.			
2.			

**APPLICANT'S CREDIT REFERENCES**

Have you ever filed for bankruptcy before? No \_\_\_ Yes (date) \_\_\_\_\_

Name:	Relationship:	Telephone:
1.		
2.		

Bank Name: \_\_\_\_\_ Telephone: \_\_\_\_\_

Automobiles: Model: \_\_\_\_\_ Year: \_\_\_\_\_ License No.: \_\_\_\_\_

Model: \_\_\_\_\_ Year: \_\_\_\_\_ License No.: \_\_\_\_\_

**IN CASE OF EMERGENCY CONTACT:** \_\_\_\_\_ Relationship: \_\_\_\_\_

Address, City, State, Zip: \_\_\_\_\_

Daytime Phone #: \_\_\_\_\_ Cell Phone #: \_\_\_\_\_

**PLEASE READ THIS CAREFULLY AND SIGN THIS APPLICATION**

The purpose of this application is to determine whether I qualify as a tenant. If my application is approved, a representative of Landmark Company and I shall sign a written lease or rental agreement. Landmark Company and I have no rental agreement until the time that the lease or written rental agreement is signed.

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.

**LEASE OBLIGATIONS FOR ROOMATES:** When two or more adults sign a lease together, they are considered as one entity with regards to all lease obligations. This means that should one of the tenants not pay rent, lock-out charges, late fees or follow any other item included in the lease, it is the other tenant(s)' duty to fulfill the obligation.

**I/WE DECLARE THE ABOVE INFORMATION TO BE TRUE AND CORRECT. I/WE HEREBY AUTHORIZE LANDMARK COMPANY TO CONDUCT AN INVESTIGATION OF MY EMPLOYMENT, LANDLORD AND CREDIT HISTORY AND VERIFY ALL REFERENCES. LANDMARK COMPANY RESERVES THE RIGHT TO CONDUCT A CRIMINAL BAKCGROUND CHECK.**

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

How did you hear about us?  Friend/Relative  Craigslist  Leader-Telegram  Spectator

Apartment Connexion  Other

# LANDLORD REFERENCE

Current Landlord: \_\_\_\_\_ Your Name: \_\_\_\_\_  
Address: \_\_\_\_\_ Current Rental Address: \_\_\_\_\_  
\_\_\_\_\_  
Phone #: \_\_\_\_\_ Dates Resided @ Address: \_\_\_\_\_  
Fax #: \_\_\_\_\_ Phone: \_\_\_\_\_  
Apartment Applying For: \_\_\_\_\_

I hereby authorize the release of the requested information.

X \_\_\_\_\_  
Signature of Applicant

We are hereby requesting a landlord reference for this applicant. Your prompt return of the information to the fax number or address below is appreciated. Thank you.

Landmark Company, P.O. Box 720, Eau Claire WI 54702-0720  
Fax #: 715-834-1535

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To be completed by **CURRENT OR MOST RECENT LANDLORD:**

1. Length of Occupancy: \_\_\_\_\_ Monthly Rent: \$ \_\_\_\_\_
2. Was the tenant ever late in rental payments? Yes  No
3. Does the tenant owe you any money now? Yes  No
4. Was the tenant ever evicted or served an eviction? Yes  No
5. Did the tenant maintain desirable living conditions? Yes  No
6. Did the tenant get along well with other tenants? Yes  No
7. Was the tenant destructive to the property? Yes  No
8. Did tenant receive all of their security deposit back? Yes  No
9. Were any pets on the premises? Yes  No
10. The applicant's overall conduct while residing in my apartment would be considered:  
 Excellent  Good  Fair  Poor
11. If this tenant moved and re-applied for housing in the future, would you rent to him/her again? If no, why not? \_\_\_\_\_

12. Please explain any "yes" answers or make additional comments: \_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signature of Person Completing Reference Phone # Date

# LANDLORD REFERENCE

Previous Landlord: \_\_\_\_\_ Your Name: \_\_\_\_\_  
Address: \_\_\_\_\_ Current Rental Address: \_\_\_\_\_  
\_\_\_\_\_  
Phone # \_\_\_\_\_ Dates Resided @ Address: \_\_\_\_\_  
Fax #: \_\_\_\_\_ Phone: \_\_\_\_\_  
Apartment Applying For: \_\_\_\_\_

I hereby authorize the release of the requested information.

X \_\_\_\_\_  
Signature of Applicant

We are hereby requesting a landlord reference for this applicant. Your prompt return of the information to the fax number or address below is appreciated. Thank you.

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To be completed by **PREVIOUS LANDLORD:**

1. Length of Occupancy: \_\_\_\_\_ Monthly Rent: \$ \_\_\_\_\_
2. Was the tenant ever late in rental payments? Yes  No
3. Does the tenant owe you any money now? Yes  No
4. Was the tenant ever evicted or served an eviction? Yes  No
5. Did the tenant maintain desirable living conditions? Yes  No
6. Did the tenant get along well with other tenants? Yes  No
7. Was the tenant destructive to the property? Yes  No
8. Did tenant receive all of their security deposit back? Yes  No
9. Were any pets on the premises? Yes  No
10. The applicant's overall conduct while residing in my apartment would be considered:  
 Excellent  Good  Fair  Poor
11. If this tenant moved and re-applied for housing in the future, would you rent to him/her again? If no, why not? \_\_\_\_\_

12. Please explain any "yes" answers or make additional comments: \_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signature of Person Completing Reference Phone # Date