RENTAL APPLICATION FOR RESIDENTS AND OCCUPANTS

(Each co-applicant and each occupant 18 years old and over must submit a separate application.)



	Date when filled out:
APPLICANT INFORMATION	
Full Name (Exactly as it appears on I	Driver's License or Govt. ID card)
Former Name (if applicable)	

Full Name (Exactly as it appears of	on Driver's License or Govt. ID card)			
Former Name (if applicable)		Gender (Optional)		
Birthdate	Social Security #	Driver's License #	State	
Government Photo ID card #		Туре		
Home Phone Number	Cell Phone Number	Work Phone Number		
Email Address Do you or any occupant smoke? I am applying for the apartment Is there another co-applicant?	located at:			
Co-applicant Name				
Email				
Co-applicant Name				
Email				
Co-applicant Name				
Email				
Co-applicant Name				
Email				
Co-applicant Name				
Email				
OTHER OCCUPANTS				
Full Name		Relationship		
Date of Birth	Social Security #	Driver's License #	State	
Government Photo ID card #		Туре		
Full Name		Relationship		
Date of Birth	 Social Security #	Driver's License #	State	
Government Photo ID card #		Туре		
Full Name		Relationship		
Date of Birth	Social Security #	Driver's License #	State	
Government Photo ID card #		Туре		
Full Name		Relationship		
Date of Birth	Social Security #	Driver's License #	State	
Government Photo ID card #		Туре		
Full Name		Relationship		
Date of Birth	Social Security #	Driver's License #	State	
Government Photo ID card #		Туре		
Full Name		Relationship		
Date of Birth	Social Security #	Driver's License #	State	
Government Photo ID card #		Туре		

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RESIDENCY INFORMATION				
Current Home Address (where you live now)				Do you 🛄 rent or
City		State	Zip Code	own?
Dates: From	То		\$ Monthly P	ayment
				·
Apartment Name				
Landlord/Lender Name			Phone	
Reason for Leaving				
(The following is only applicable if at current addre	ess for less than 6 month	ns.)		
Desviews Home Address				
Previous Home Address				Do you 🛄 rent or
City		State	Zip Code	own?
Dates: From	То		\$ Monthly P	ayment
Apartment Name				
Landlord/Lender Name			Phone	
Reason for Leaving				
EMPLOYMENT INFORMATION				
Present Employer		Address		
City		State	Zip Code	Work Phone
Dates:		State		Work Phone
From	То		Gross Mo	nthly Income
Position				
Supervisor Name (The following is only applicable if at current emplo	over for less than 6 mon	ths)	Phon	e
		(113.)		
Previous Employer		Address		
City		State	Zip Code	Work Phone
Dates:			<u>\$</u>	
From	То		Gross Mo	nthly Income
Position				
Supervisor Name			Phon	
ADDITIONAL INCOME				
(Income must be verified to be considered)				
			<u>\$</u>	. A
Туре	Source		Gross Monthly \$	Amount
Туре	Source		Gross Monthly	Amount
CREDIT HISTORY (if applicable)				
If applicable, please explain any past credit proble	em:			
RENTAL HISTORY				
(Check only if applicable) Have you or any occupant listed in this Application	n ever:			
been evicted or asked to move out?				
moved out of a dwelling before the end of thedeclared bankruptcy?	elease term without the c	owner's consent?		
 been sued for rent? been sued for property damage? 				
We may need to discuss more facts before making	g a decision. You repres	ent the answer is "i	no" to any item not checl	ked above.
REFERRAL INFORMATION				
How did you find us?				
Online search. Website address:				
 Referral from a person. Name: Social Media. Which one? 				
Other				

EMERGENCY CONTACT				
Emergency contact person over 18, who will not	t be living with you:			
Name		Relationship		
Address		City		
State Zip Code	Home Phone #		Cell Phone #	
Work Phone #	Email Address			
VEHICLE INFORMATION (if applicabl	(e)			
List all vehicles owned or operated by you or any o		motorcycles, trailers, etc.).		
Make	Model		Color	
Year	License Plate #		State	
Make	Model		Color	
Year	License Plate #		State	
Теан			Sidle	
Make	Model		Color	
Year	License Plate #		State	
Make	Model		Color	
Year	License Plate #		State	
PET INFORMATION (if applicable)				
You may not have any animal in your unit withou animal addendum, which may require additional			w your requested animal, you must sign a separate	
Name	Туре		Breed	
Gender	Weight		Color	
400	Assistance Animal Status: 🗋 yes 🛛 no			
Age				
Name	Туре		Breed	
Gender	Weight		Color	
Age	Assistance Animal Status: 🗋 yes 🛛 no			
APPLICATION AGREEMENT				
The following Application Agreement will be below may not yet apply to your situation, the continue with this application, you'll need to 1. Lease Contract Information. The Lease Con must be explicitly noted on the Lease Contract	nere are some provisions that review the Application Agree ontract contemplated by the pa ct.	t may become applicate ement carefully and act rties will be the current l	Lease Contract. Special information and conditions	
	u (or one of you if there are co	o-applicants) of our appl	y signed the Lease Contract when we approve the roval, sign the Lease Contract, and then credit the tract has been signed.	
our representative will notify you (or one of ye	ou if there are co-applicants) of	the approval, sign the L	e Lease Contract when we approve the Application, ease Contract when you and all co-applicants have or rent when the Lease Contract has been signed.	
	n or by telephone or within 5 da		o-applicants must sign the Lease Contract within 3 approval. <i>If you or any co-applicant fails to sign, we</i>	
			withdraws an Application or notifies us that you've deliver the full deposit to you by the end of the next	
Application. Your Application will be consider	ed "disapproved" if we fail to no	otify you of your approva	nin 7 days after the date we receive a completed al within 7 days after we have received a completed tification be by mail. You must not assume approval	
			ler Paragraph 6, we'll refund all application deposits iled to one applicant by first-class mail or deliver to	
8. Extension of Deadlines. If the deadline for a holiday, the deadline will be extended to the		under paragraphs 4, 6, o	or 7 falls on a Saturday, Sunday, or a state or federal	
	and/or access devices only after	er: (1) all parties have sig	ned the Lease Contract and other rental documents;	
	·	arantee approval or acce	eptance. It does not bind us to accept the applicant	

DISCLOSURES

- 1. Application Deposit. You agree to pay to our representative an application deposit in the amount indicated in paragraph 3. The application deposit is not a security deposit. The application deposit will be credited toward the required security deposit or rent when the Lease Contract has been signed by all parties; OR, it will be refunded under paragraph 7 of the Application Agreement if your application is not approved; OR, we may withhold from the application deposit an amount sufficient to cover our actual costs and damages.
- 2. Fees Due. Your Rental Application will not be processed until we receive your completed Rental Application (and the completed Rental Application of all co-applicants, if applicable) and the following fees: 1. Application deposit: \$
- 3. Completed Application. Your Rental Application for Residents and Occupants will not be considered "completed" and will not be processed until we receive the following documentation and fees:
 - 1. Your completed Rental Application;
 - 2. Completed Rental Applications for each co-applicant (if applicable);
 - 3. Application deposit for the Unit.
- 4. Notice to or from Co-Applicants. Any notice we give you or your co-applicant is considered notice to all co-applicants; and any notice from you or your co-applicant is considered notice from all co-applicants.

AUTHORIZATION AND ACKNOWLEDGMENT

AUTHORIZATION

l authorize Badger State Lofts

(name of owner/agent) to obtain reports from any consumer reporting agencies before, during, and after tenancy on matters relating to a lease by the above owner to me and to verify, by all available means, the information in this application, including income history and other information reported by employer(s) to any state employment security agency. Work history information may be used only for this Rental Application. Authority to obtain work history information expires 365 days from the date of this Application.

Payment Authorization

l authorize Badger State Lofts

(name of owner/agent) to collect payment of the application deposit in the amounts specified under paragraph 3 of the Disclosures.

Non-Sufficient Funds and Dishonored Payments.

If a check from an applicant is returned to us by a bank or other entity for any reason, if any credit card or debit card payment from applicant to us is rejected, or if we are unable, through no fault of our own or our bank, to successfully process any ACH debit, credit card, or debit card transaction, then:

- (i) Applicant shall pay to us the NSF Charge; and
 - We reserve the right to refer the matter for criminal prosecution

(ii) We

You declare that all your statements in this Application are true and complete. You authorize us to verify the same through any means, including consumer reporting agencies and other rental housing owners. If you fail to answer any question(s) or give false information, we may reject the application, and terminate your right of occupancy. Giving false information is a serious criminal offense. We may at any time furnish information to consumer reporting agencies and other rental housing owners regarding your performance of your legal obligations, including both favorable and unfavorable information about your compliance with the Lease Contract, the rules, and financial obligations. Fax and electronic signatures are legally binding.

This Rental Application and the Lease Contract are binding legal documents when signed. Before submitting a Rental Application or signing a Lease Contract, you may take a copy of these documents to review and/or consult an attorney. Additional provisions or changes may be made in the Lease Contract if agreed to in writing by all parties.

Applicant's Signature

FOR OFFICE USE ONLY

Apt. name or apartment address (street, city)

Person accepting application

Person processing application		Phone
Applicant or Co-applicant was notified by 🗋 telephone	□ letter □ email, or □ in person of □ acc	ceptance or 🔲 non-acceptance on

(Deadline for applicant and all co-applicants to sign lease is three days after notification of acceptance in person or by telephone, five days if by mail.) Name of person(s) who were notified (at least one applicant must be notified if multiple applicants):

Name(s)

Name of owner's representative who notified above person(s)

ADDITIONAL COMMENTS



Date

Unit # or type

Phone

Badger State Lofts

1031 Maryland Ave

Sheboygan, WI 53081

920-627-4773

RESIDENT RELEASE AND CONSENT

I/We ______, the undersigned hereby authorize all persons or companies in the categories listed below to release information regarding employment, income and/or assets fir purposes of identifying or verifying information on my/our apartment rental application. I/We authorize release of information without liability to the owner/manager of the apartment community listed above and/or the State and Local Agencies/Department 's service provider.

INFORMATION COVERED

I/We understand that previous or current information regarding me/us may be needed. Verifications and inquiries that may be requested include but are not limited to: personal identity, student status, employment, income assets, medical or child care allowances. I/We understand that this authorization cannot be used to obtain information about me/us that is not pertinent to my eligibility for an continued participation as a Qualified Tenant.

GROUPS OR INDIVIDUALS THAT MAY BE ASKED

The groups or individuals that may be asked to release the above information include, but are not limited to:

Past and Present Employers	Welfare Agencies	Veterans Administration
Support and Alimony Providers	Education Institutions	Retirement Systems
State Unemployment Agencies	Social Security Administration	Medical and Child Care
Banks and other Financial	Previous Landlords (including	Providers
Institutions	Public Housing Agencies)	

CONDITIONS

I/We agree that a photocopy of this authorization may be used for the purpose stated above. The original of this authorization is on file and will stay in effect for a year and one month from the date signed. I/We understand I/We have a right to review this file and correct any information that is incorrect. Everyone 18 years of age and older must sign this form.

SIGNATURES

Signature of Applicant/Resident	Printed Applicant/Resident Name	Date
Signature of Co-Applicant/Resident	Printed Co-Applicant/Resident Name	Date
Signature of Co-Applicant/Resident	Printed Co-Applicant/Resident Name	Date
Signature of Co-Applicant/Resident	Printed Co-Applicant/Resident Name	Date

NOTE: Section 1001 of title 18 of the US Code makes it a criminal offense to make willful false statements or misrepresentations to any department or agency of the United States as to any matter within its jurisdiction.



HTC Form 305 TENANT INCOME QUESTIONNAIRE

To be	complete	d by managemen	::				
Prope	rty Nam	e:		Bldg/Unit #			
	In	tial Certification	F	Recertification		Other	
HH Mbr # 1	First Name & Last Name First Name & Middle Initial Relationship to Head Date of Birth (MM/DD/YY) Social S or Alien F Head 0f Household HEAD						
2 3							
4 5							
Do yo If yes,	please	explain		the next twelve mo			
<u>Inco</u>	<u>me Infc</u> (Circle Y or N) Yes No	tha		nd amount of income e received in the nex		l by the household or Monthly Gross Income	
1	ΥN	fees, tips, bon	eceiving wages, sa uses, and/or other Name of Employer	•	, commissions,	\$ \$ \$	
2	ΥN	Self employed	I. (List nature of se	If employment)		(use <u>net</u> income from business) \$	
3	Y N Cash contributions of gifts including rent or utility payments, on an ongoing basis from persons not living in the unit. \$						
4	Y N	Unemploymer	nt benefits and/or V	Vorker's Compensa	ation.	\$	
5	Y N	Veteran's Adn benefits/incom		, or National Guard	/Military	\$	
6	Y N	Social security	/ payments.			\$	
7	Y N Unearned income from family members age 17					\$	

	V	NI	Cumplemental Convitu Income (CCI)	Γ.Φ
8	Y	Ν	Supplemental Security Income (SSI).	\$
9	Y	Ν	Disability or death benefits other than Social Security.	\$
10	Y	Ν	Public Assistance (examples: TANF, AFDC, W2)	\$
	Y	Ν	Periodic payments from trusts, annuities, inheritance, retirement funds or pensions, insurance policies, or lottery winnings.	
11			If yes, list sources	
			1)	\$
			2)	\$
	Y	Ν	Income from real or personal property. (examples: rental income,	(use net earned income)
12			mortgage or tax payments paid by third-party)	\$
13	Υ	Ν	Alimony/spousal maintenance payments.	
				\$
	Y	Ν	I am entitled to receive Child Support payments.	\$
			If yes, then answer the following:	•
	Y	Ν	a. I am currently receiving child support payments	\$
14	Y	Ν	 b. I am not receiving any child support payments but it is court ordered that I do. 	
	Y	Ν	Circle one: 1) I am not pursuing the payments for the following reasons:	
			 I am making efforts to collect the child support owed to me. List efforts being made: 	
15	Y	Ν	Section 8 rental assistance.	
	Y	N	Income from a source other than those listed above. (Including Student Grants, Scholarships, etc.) If yes, list sources:	
16			1)	\$
			2)	\$

Asset information Identify each asset, its value and rate of interest currently held by the household.

	(Circle	<u>Y or N)</u>		Cash Value/	
	Yes	No		Balance	Interest Rate
	Y	Ν	Checking account(s).		
			If yes, list bank(s)		
17			1)	\$	%
			2)	\$	%
	Y	Ν	Savings account(s).		
10			If yes, list bank(s)		
18			1)	\$	%
			2)	\$	%

	Y	Ν	Certificates of Deposit (CD) or Money Market Account(s).		
			If yes, list sources/bank names		
19			1)	\$	%
			2)	\$	%
			3)		%
	Y	Ν	Revocable trust(s).		
00			If yes, list bank(s)		
20			1)	_ \$	%
			2)	\$	%
	Y	Ν	Real estate.		
			If yes, provide description		
21				\$	
				_ \$	
	Y	Ν	Stocks, Bonds, or Treasury Bills.		
			If yes, list sources/bank names		
22			1)	_ \$	%
			2)	_ \$	%
	Y	Ν	IRA / Lump Sum Pension / Retirement / Keogh / 401(K) Account, etc.		
23			If yes, list sources/bank(s)		
			1)	\$	%
			2)	\$	%
	Y	Ν	Whole life insurance policy.		
			If yes, how many policies		
24			List Sources		
24			1)	\$	%
			2)	\$	%
25	Y	N	More than \$500 cash on hand.	\$	
	Y	Ν	Items held as an investment (antique car, coin collection, etc.)		
26			If yes, list items		
				\$	
	Y	Ν	Safe deposit box.		
27			If yes, list contents	\$	
				Ψ	

28	Y	N	Disposed of assets (i.e. gave away money / assets) for less than the fair market value in the past 2 years.	\$ \$	
	Y	N	Income from assets or sources other than those listed above. If yes, list type(s) below		
29			1) 2)	\$ \$	

Student Status

	(Circle) Yes	r or N) NO			
30	Y	N	Does the household consist of persons who have been (in the past year) or who are all <u>part-time</u> or <u>full-time</u> students (1 st grade and higher. Examples: Elementary, High School, College/University, trade school, etc.)?		
31	Y	Ν	Does anyone in your household anticipate becoming a full-time student household in the next 12 months?		
			If you answered yes to either question 30 or 31, are you:		
	Y	Ν	Receiving assistance under Title IV of the Social Security Act (AFDC/TANF)		
	Y	Ν	 Enrolled in a job training program receiving assistance through the Job Training Participation Act (JTPA) or other similar program 		
00	Y	Ν	Married and entitled to file a joint tax return		
32	Y	Ν	 Are you a single parent who is not claimed as a dependent of any other person? 		
	Y	Ν	 Are any of the children in the household claimed as a dependent of any person other than the parent(s)? 		
	Y	Ν	Any student formally received Foster Care Assistance		

UNDER PENALTIES OF PERJURY, I CERTIFY THAT THE INFORMATION PRESENTED ON THIS FORM IS TRUE AND ACCURATE TO THE BEST OF MY/OUR KNOWLEDGE. THE UNDERSIGNED FURTHER UNDERSTANDS THAT PROVIDING FALSE REPRESENTATIONS HEREIN CONSTITUTES AN ACT OF FRAUD. FALSE, MISLEADING OR INCOMPLETE INFORMATION WILL RESULT IN THE DENIAL OF APPLICATION OR TERMINATION OF THE LEASE AGREEMENT.

PRINTED NAME OF APPLICANT/TENANT	SIGNATURE OF APPLICANT/TENANT	DATE
PRINTED NAME OF APPLICANT/TENANT	SIGNATURE OF APPLICANT/TENANT	DATE
WITNESSED BY (SIGNATURE OF OWNER/RE	DATE	

Question Number	Name of household member and Name of company, financial institution or source	Mailing address, telephone and fax number of company, financial institution or source



HTC Form 600 UNDER \$5,000 / ZERO ASSET CERTIFICATION

(For households whose <u>combined</u> net assets do not exceed \$5000)

Household Name:

Property and Unit #:____

Complete all those that apply for 1 through 3:

1. My/our assets include:

Source of Asset	Cash Value*	Interest or Dividend Rate	Annual Income
Checking / Money Market Account	\$	%	\$
Savings / Certificate of Deposits (CD)			
Stocks / Bonds			
IRA / Keough / 401(k)			
Trust / Retirement / Pension Funds			
Other Retirement			
Equity in Real Estate / Land Contracts			
Life Insurance Policies (excluding term)			
Lump Sum Receipts			
Capital Investments			
Personal Property ** held as an Investment			
Cash on Hand / Safety Deposit Box			
Assets disposed of for less than Fair Market Value within the past two (2) years (see question # 2 below).			
Other (list)			
TOTAL	\$		\$

*Cash value is defined as market value minus the cost of converting the asset to cash, such as broker's fees, settlement costs, outstanding mortgage, early withdrawal penalties, etc.

**Personal property held as an investment may include, but is not limited to, gem or coin collections, art, antique cars, etc. Do not include necessary personal property such as, but not necessarily limited to, household furniture, daily-use autos, clothing, assets of an active business, or special equipment for use by the disabled.

PLEASE NOTE: Certain funds (e.g., Retirement, Pension, Trust) may or may not be [fully] accessible to you. Include only those amounts that are.

2. π Yes π No Within the past two (2) years I/we have sold or given away assets (including cash, real estate, etc.) for more than \$ 1,000 below its fair market value (FMV). If yes, the difference between the FMV and the amount received is referenced in the chart above and a separate Divestiture of Assets form has been completed.

3. π I/we do not have any assets at this time.

The net family assets (as defined in 24 CFR 813.102) above do not exceed \$5,000. The annual income from these assets as determined above is included in the total gross annual income.

Under penalty of perjury, I/we certify that the information presented in this certification is true and accurate to the best of my/our knowledge. The undersigned further understand(s) that providing false representations herein constitutes an act of fraud. False, misleading or incomplete information may result in the termination of a lease agreement.

Applicant / Tenant

RACE AND ETHNICITY SELF CERTIFICATION

KCG Residential LLC requests the following information in order to comply with the Housing and Economic Recovery Act (HERA) of 2008, which requires all Low Income Housing Tax Credit (LIHTC) properties to collect and submit to the U.S. Department of Housing and Urban Development (HUD), certain demographic and economic information on tenants residing in LIHTC financed properties. Complete one form for each household member.

Although KCG Residential LLC would appreciate receiving this information, you may choose not to furnish it. You will not be discriminated against on the basis of this information, or on whether or not you choose to disclose it.

Head of Household Name:	Unit #:
Address:	City:
Household Member:	Date:

Ethnic Categories	Select One
Hispanic or Latino	
Not Hispanic or Latino	
I do not wish to disclose this information	
Racial Categories	One or More
American Indian or Alaska Native	
Asian	
Black or African American	
Native Hawaiian or Other Pacific Islander	
White	
Other	
I do not wish to disclose this information	

Definitions of categories may be found on the reverse side of this form.

Under penalty of perjury, I certify that the information presented in this certification is true and accurate to the best of my knowledge. The undersigned further understand(s) that providing false representations herein constitutes an act of fraud. False, misleading or incomplete information may result in the termination of a lease agreement.

GENERAL INSTRUCTIONS

This form was created for the purpose of collecting race and ethnic data under the LIHTC program. Owners and agents are required to offer the applicant/tenant the option to complete the form at initial application or at lease signing. In-place tenants must also be offered the opportunity to complete the form as part of the next interim or annual certification. Once the form is completed it need not be completed again unless the head of household or household composition changes. There is no penalty for persons who do not disclose their race and ethnic data; however, the appropriate selection not to disclose must be selected and the form signed accordingly. Parents or guardians are able to complete the form for children under the age of 18.

ETHNIC CATEGORIES DEFINED

The two ethnic categories you should choose from are defined below. You should check one of the two categories.

Hispanic or Latino

A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race. The term "Spanish origin" can be used in addition to "Hispanic" or "Latino."

Not Hispanic or Latino

A person not of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.

RACIAL CATEGORIES DEFINED

You may select one or more of the five racial categories as defined below:

American Indian or Alaska Native

American Indian or Alaska Native. A person having origins in any of the original peoples of North and South America (including Central America), and who maintains tribal affiliation or community attachment.

Asian

A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.

Black or African American

A person having origins in any of the black racial groups of Africa. Terms such as "Haitian" or "Negro" can be used in addition to "Black" or "African American."

Native Hawaiian or Other Pacific Islander

A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.

White

A person having origins in any of the original peoples of Europe, the Middle East or North Africa.