



# Randall Park Rentals, LLC

1320 Spring Street  
Madison, WI 53715

www.colonial-management.com

T. (608) 251-2715  
Fax. (608) 251-4443

Randall Park Rentals, LLC must have a completed application for each adult (18 years of age or older) who will be living in the residence. Incomplete application(s) will not be accepted. Applicant(s) must apply for the specific address on their application or it will be considered an incomplete application. Upon submitting the application, a two (2) for of valid ID must be shown, one of which must be a photo ID. A valid driver's license must be presented if applicant is applying for parking on the premises.

## **Randall Park Rentals, LLC WILL CHECK THE FOLLOWING WHEN PROCESSING THE APPLICATION:**

- **EVICITION:** Applicant(s) application will be automatically denied if they have been evicted within the last three (3) years.
- **CONVICTION RECORD:** Applicant's conviction record must be satisfactory to Randall Park Rentals, LLC standards. An applicant's application will automatically be denied if applicant(s) have a history, conviction, sentenced or released from prison or jail within the last two (2) years for any of the following reasons:
  1. Disturbance of Neighbors
  2. Destruction of or Criminal damage to property
  3. Drug Related Criminal Activity
  4. Criminal Activity involving violence to persons or property

## **DENIED APPLICATION**

Applicant(s) will be denied if they misrepresent any information on this application. If misrepresentations are found after a rental agreement (lease) is signed, the applicant's rental agreement will be terminated. Randall Park Rentals, LLC reserves the right to ask for additional information if needed.

### **AUTOMATIC DENIAL**

1. Eviction in the last two (2) years
2. Poor Landlord references
3. Falsification of Information

## **APPROVED APPLICATIONS**

If applicant's application is approved, the applicant must sign the lease within 24 -hours of acceptance or their application may become null and void and Colonial Management, LLC will process the next application in line. Current Tenants may or may not have the right to renew first, if a new lease has not yet been signed.

**Maximum person per unit:** two (2) persons allowed per bedroom.

**SECURITY DEPOSIT** is due in full at the lease signing.

**FIRST MONTH'S RENT** must be PAID-IN-FULL at the apartment check-in or before. No keys will be given for an apartment until the security deposit and first month's rent are paid in full.

Co-signer Forms must be returned

## **EQUAL HOUSING OPPORTUNITY**

Randall Park Rentals, LLC will not discriminate on basis of race, color, religion, sex, handicap, honorable discharge, physical appearance, sexual orientation, student status or political beliefs.

By signing below, I acknowledge that I have read and understand all of the above:

NAME: \_\_\_\_\_

DATE: \_\_\_\_\_



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## RENTAL AGENT TO COMPLETE

TODAY'S DATE: \_\_\_\_\_ Lease Date, From: \_\_\_\_\_ TO: \_\_\_\_\_

ADDRESS APPLYING FOR: \_\_\_\_\_

SECURITY DEPOSIT: \_\_\_\_\_ TOTAL MONTHLY RENT:\$ \_\_\_\_\_

NUMBER OF TENANTS: \_\_\_\_\_

## APPLICANT INFORMATION

FULL NAME: \_\_\_\_\_ ★SOCIAL SECURITY NUMBER: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_  
*First Middle Last*

Number Of people to live in the unit: \_\_\_\_\_ (Each tenant must fill our separate applications) ★TIN NUMBER: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_ E-MAIL: \_\_\_\_\_

DRIVERS LICENSE #: \_\_\_\_\_ STATE: \_\_\_\_\_ ★★DATE OF BIRTH: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

*Applicant must have a valid driver's license if you wish to apply for parking.*

★ *Optional: Is used to determine credit worthiness. (If optional information is not provided and credit report is inaccurate or insufficient, COLONIAL MANAGEMENT, LLC may ask for further information or the application may be denied.)*

★★REQUIRED - Date of birth for credit report and background checks reference only.

## HOUSING INFORMATION

**YOU MUST HAVE TWO (2) COMPLETE YEAR OF HOUSING REFERENCES WITH NO GAPS IN DATES**

**CURRENT ADDRESS:** \_\_\_\_\_  
*Street Apartment # City State Zip*

DATES AT ADDRESS - FROM: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ TO: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ MONTHLY RENT: \$ \_\_\_\_\_

LANDLORD'S NAME: \_\_\_\_\_ LANDLORD'S PHONE #: \_\_\_\_\_

**PREVIOUS ADDRESS:** \_\_\_\_\_  
*Street Apartment # City State Zip*

DATES AT ADDRESS - FROM: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ TO: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ MONTHLY RENT: \$ \_\_\_\_\_

LANDLORD'S NAME: \_\_\_\_\_ LANDLORD'S PHONE #: \_\_\_\_\_

## INCOME INFORMATION

SOURCE OF INCOME: (Please circle one): Financial Aid – Parental Aid – Employed or other: \_\_\_\_\_

CONTACT'S NAME & PHONE #: \_\_\_\_\_

BANK NAME: \_\_\_\_\_

## GUARANTOR INFORMATION

NAME of GUARANTOR of Lease (if applicable): \_\_\_\_\_

ADDRESS: (Include City, State & Zip) \_\_\_\_\_

Phone Number: \_\_\_\_\_ Relationship: \_\_\_\_\_



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## EMERGENCY CONTACT

IN CASE OF EMERGENCY CONTACT: \_\_\_\_\_ RELATIONSHIP: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

DAYTIME PHONE: \_\_\_\_\_ EVENING PHONE: \_\_\_\_\_

## MISCELLANEOUS

HAVE YOU OR ANY OTHER PERSON NAMED ON THIS APPLICATION BEEN EVICTED OR ASKED TO LEAVE?.....YES or NO

DO YOU WISH TO RECEIVE WRITTEN EXPLANATION OF DENAL OF TENANCY?.....YES or NO

DO YOU HAVE RENTER'S INSURANCE? .....YES or NO

DO YOU HAVE A VEHICLE? .....YES or NO

TYPE OF PET OR ANIMALS: \_\_\_\_\_

WHERE DID YOU FIND OUT ABOUT THIS APARTMENT? \_\_\_\_\_

\*To receive rental credit from other than Colonial Management, lease term must be a 12 months in length and noted on application.\*

\*Rental credits from other than Colonial Management are forfeited if the term is less than 12 months. One Special Limit per unit per term.\*

## SIGNATURES

**★ FALSIFICATION OF ANY INFORMATION ON THIS APPLICATION IS GROUNDS FOR DENIAL, APPLICATION MUST BE SIGNED ★**

I hereby make application to lease the described premises on the terms specified above. I have paid to the agent the earnest money indicated below, which I understand will apply to my security deposit, and/or first month's rent if this application is accepted, otherwise it will be returned in full. I warrant that all statements made herein are true and correct, to the best of my knowledge. I further agree to abide by the rules, regulations and obligations which are included in or made part of the lease.

I hereby authorize the leasing agent and my consumer or credit reporting agency or bureau authorized by it, to investigate credit and financial responsibility, income level, rental and eviction history, and the statements made with this application. The leasing agent is also authorized to report my performance under this lease to any such agency, person or organization.

If this application is accepted, and I fail to sign and deliver a lease to the property manager within seven days, the earnest money paid, and any subsequent payments, will be retained as damages, subject to the duty of the leasing agent to mitigate. If this application is rejected, the earnest money paid, and all subsequent payments will be promptly refunded by property management. If any funds paid were in the form of a check, the agent may allow a sufficient amount of time for the check to clear before refunding any monies.

I warrant and represent that I am of legal age to enter into this application. I have been provided an opportunity to review a sample lease, as well as rules and regulations. I understand that signing a lease is an obligation, and there are penalties for moving out early or canceling the lease. I further understand that this application and the lease impose joint and several obligations, that are binding on all tenants.

The fair CREDIT REPORTING ACT requires that RANDALL PARK RENTALS, LLC notify you that as part of our normal procedure a routine inquire will be made. This inquiry will provide applicable information character, general reputation, personal characteristics and mode of living and will include a CREDIT BUREAU REPORT.

All applications are subject to the approval of the owner.

\_\_\_\_\_  
APPLICANT'S SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
RENTAL AGENT SIGNATURE

\_\_\_\_\_  
DATE