To Apply For a Property:

1. You must have seen the inside of the property.
2. Each adult 18 years old or older must complete a separate   
   application. (married couples can apply on one application)
3. Email the completed applications to machiproperties@gmail.com

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **RENTAL APPLICATION** | | | | | | | | | **Each Adult (18 or older) must fill out a separate application** | | | | | | | | | | | | | | | | |
| **Desired Date of Occupancy:** | | | | | | | | | | |  | | | | | |
| **List the property or properties you are interested in** | | | | | | | | |  | | | | | | | | | | | | | | | | |
| **First Middle Last** | | | | | | | | | **Birth Date** | | | | | **Social Security #** | | | | | | | | | **Driver’s License #** | | |
| **Applicant** |  | | | | | | | |  | | | | |  | | | | | | | | |  | | |
| **Spouse** |  | | | | | | | |  | | | | |  | | | | | | | | |  | | |
| **Any Other Names You’ve Used In The Past** | | | | | | | | | | | | | | **Home Phone** | | | | | | | | | **Cell Phone** | | |
|  | | | | | | | | | | | | | |  | | | | | | | | |  | | |
| **All Other Tenants** | | | | **Age** | | **Relationship** | | | | | | **All Other Tenants** | | | | | | | **Age** | | | **Relationship** | | | |
| 1. | | | |  | |  | | | | | | 6. | | | | | | |  | | |  | | | |
| 2. | | | |  | |  | | | | | | 7. | | | | | | |  | | |  | | | |
| 3. | | | |  | |  | | | | | | 8. | | | | | | |  | | |  | | | |
| 4. | | | |  | |  | | | | | | 9. | | | | | | |  | | |  | | | |
| 5. | | | |  | |  | | | | | | 10. | | | | | | |  | | |  | | | |
| **RENTAL/RESIDENCE HISTORY** | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | **Current Residence** | | | | | | | **Previous Residence** | | | | | | | | | **Prior Residence** | | | | |
| **Street Address** | | | | |  | | | | | | |  | | | | | | | | |  | | | | |
| **City** | | | | |  | | | | | | |  | | | | | | | | |  | | | | |
| **State & Zip** | | | | |  | | | | | | |  | | | | | | | | |  | | | | |
| **Last Rent Amount Paid** | | | | |  | | | | | | |  | | | | | | | | |  | | | | |
| **Owner/Manager and Phone Number** | | | | |  | | | | | | |  | | | | | | | | |  | | | | |
| **Reason for Moving** | | | | |  | | | | | | |  | | | | | | | | |  | | | | |
| **Is/Was Rent Paid in Full** | | | | |  | | | | | | |  | | | | | | | | |  | | | | |
| **Did You Give Proper Notice?** | | | | |  | | | | | | |  | | | | | | | | |  | | | | |
| **Were You Asked to Move and Why?** | | | | |  | | | | | | |  | | | | | | | | |  | | | | |
| **Name in which your utilities are now billed:** | | | | |  | | | | | | |  | | | | | | | | |  | | | | |
|  | | | | | **From/To** | | | | | | | **From/To** | | | | | | | | | **From/To** | | | | |
| **Dates of Residency** | | | | |  | | | | | | |  | | | | | | | | |  | | | | |
| **EMPLOYMENT HISTORY - APPLICANT** | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | **Current Employment** | | | | | | | **Previous Employment** | | | | | | | | | **2nd / Part-Time employment** | | | | |
| **Employed By** | | | | |  | | | | | | |  | | | | | | | | |  | | | | |
| **Address** | | | | |  | | | | | | |  | | | | | | | | |  | | | | |
| **Employer’s Phone** | | | | |  | | | | | | |  | | | | | | | | |  | | | | |
| **Occupation** | | | | |  | | | | | | |  | | | | | | | | |  | | | | |
| **Name of Supervisor** | | | | |  | | | | | | |  | | | | | | | | |  | | | | |
| **Monthly Gross Pay** | | | | |  | | | | | | |  | | | | | | | | |  | | | | |
|  | | | | | **From/To** | | | | | | | **From/To** | | | | | | | | | **From/To** | | | | |
| **Dates of Employment** | | | | |  | | | | | | |  | | | | | | | | |  | | | | |
| **Other Income Type and Amount** | | | | | **W-2** | |  | | | | | **SSI** | | | | |  | | | | **Support** | | | |  |
| **VEHICLES (include vehicles belonging to other proposed occupants)** | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Make** | | | **Model** | | | | | **Color** | | | | | | | **Year** | | | | | | | | | **License Plate** | |
|  | | |  | | | | |  | | | | | | |  | | | | | | | | |  | |
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| **CREDIT HISTORY** | | | | | | | | | | | | **EMERGENCY CONTACT** | | | | | | | | | | | | | |
|  | | **Bank/Institution Name** | | | | | | |  | | | | |  | | | | | | **Nearest Relative Living Elsewhere** | | | | | |
| **Savings Acct** | |  | | | | | | |  | | | | | **Name** | | | | | |  | | | | | |
| **Checking Acct** | |  | | | | | | |  | | | | | **Address** | | | | | |  | | | | | |
| **Auto Loan** | |  | | | | | | |  | | | | | **City** | | | | | |  | | | | | |
| **Visa** | |  | | | | | | |  | | | | | **State & Zip** | | | | | |  | | | | | |
| **MasterCard** | |  | | | | | | |  | | | | | **Home Phone** | | | | | |  | | | | | |
| **Other** | |  | | | | | | |  | | | | | **Cell Phone** | | | | | |  | | | | | |
| **GENERAL INFORMATION** | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | |  | | |  | |  | | | | | | | |
| **Does anyone on this application have a WE Energies bill over $3000?** | | | | | | | | | | | | |  | | | **Whom?** | |  | | | | | | | |
| **Have you ever filed for bankruptcy?** | | | | | | | | | | | | |  | | | **When?** | |  | | | | | | | |
| **Have you ever been convicted of a felony?** | | | | | | | | | | | | |  | | | **When?** | |  | | | | | | | |
| **Has anyone on this application ever been evicted?** | | | | | | | | | | | | |  | | | **When?** | |  | | | | | | | |
| **Has anyone on this application ever been convicted of dealing or manufacturing illegal drugs?** | | | | | | | | | | | | |  | | | **When?** | |  | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | |
| **How many pets do you have (list Type, Breed, approx Weight & Age)** | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Have you had any recurring problems with your current apartment or landlord? If yes, please explain:** | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | |
| **If you were to run into financial difficulty in the future and couldn’t come up with the money to pay your rent, do you know someone that would loan you the money? If so, provide the person’s name, address, & Phone # so that we can use them as a reference for you.** | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | |
| **We will run a criminal background check and credit report as part of this application. Is there anything negative we will find? Please explain:** | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | |
| **How did you hear about our apartments for rent?** | | | | | | | | | | | **Do you have an email address we can reach you at?** | | | | | | | | | | | | | | |
|  | | | | | | | | | | |  | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | |
| **AGREEMENT & AUTHORIZATION SIGNATURES** | | | | | | | | | |
| We declare said foregoing information to be true and correct and do hereby authorize you to conduct an employment and credit check and to verify our references. The Fair Credit Reporting Act, Public Law 91-508, requires that we notify you that as a part of our normal procedure a routine inquiry may be made. This inquiry will provide applicable information concerning character, general reputation, personal characteristics, and credit history. Upon written request, additional information as to the nature and scope of the report, if one is made, will be provided. | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | |
| Dated this \_\_\_\_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 20\_\_\_\_.  Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | |
| I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ give my current and previous landlord authorization to release my rental history to Machi Family Property Management, LLC. I also, give my current and previous employers authorization to release information pertaining to my starting dates, termination dates and employment status.  Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Dated: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Current Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Move-in Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | | | | | | | | | | | | | | | | | | | | |
| **NOTICE: You may obtain information about sex offender registry and persons registered with the registry by contacting the Wisconsin Department of Corrections on the internet at** [**http://www.widocoffenders.org**](http://www.widocoffenders.org) **or by phone at (877) 234-0085.** | | | | | | | | | | | | | | | | | | | | | | | | | |

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| **AGREEMENT & AUTHORIZATION SIGNATURES** |
| We declare said foregoing information to be true and correct and do hereby authorize you to conduct an employment and credit check and to verify our references. The Fair Credit Reporting Act, Public Law 91-508, requires that we notify you that as a part of our normal procedure a routine inquiry may be made. This inquiry will provide applicable information concerning character, general reputation, personal characteristics, and credit history. Upon written request, additional information as to the nature and scope of the report, if one is made, will be provided. | |
|  | |
| Dated this \_\_\_\_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 20\_\_\_\_.  Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Spouse’s Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |
|  | |
| I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ give my current and previous landlord authorization to release my rental history to Machi Family Property Management, LLC. I also, give my current and previous employers authorization to release information pertaining to my starting dates, termination dates and employment status.  Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Dated: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Current Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Move-in Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |
| **NOTICE: You may obtain information about sex offender registry and persons registered with the registry by contacting the Wisconsin Department of Corrections on the internet at** [**http://www.widocoffenders.org**](http://www.widocoffenders.org) **or by phone at (877) 234-0085.** | |

**Join Our Mailing List**

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| --- | --- | --- | --- |
| Subscribe to our mailing list: | **Yes** No | Newsletter | Survey |
| If your application is approved, we will add you to our current tenant list. If it is denied but you are still eligible to rent from us, we will add you to our prospective tenant list. | | | |