



21 N Butler Street  
Madison WI 53703  
(608) 256-1400

[ButlerPlazaApartments@gmail.com](mailto:ButlerPlazaApartments@gmail.com)

**APPLICATION FOR RESIDENCY**

Applicant's Full Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

Address Applying For: \_\_\_\_\_

Rent Amount: \_\_\_\_\_ Security Deposit: \_\_\_\_\_ Lease Term: \_\_\_\_\_

\*Confirm with management to whom the check is made payable

Email Address: \_\_\_\_\_

DOB: \_\_\_\_\_ Social Security #: \_\_\_\_\_ Driver's License #: \_\_\_\_\_

IN ORDER FOR AN APARTMENT TO BE HELD, A FULL DEPOSIT MUST BE PAID. UPON ACCEPTANCE, DEPOSIT BECOMES A SECURITY DEPOSIT TO BE HELD FOR THE ENTIRE TERM OF THE LEASE. IF APPLICANT(S) IS ACCEPTED AND LATER DECIDES NOT TO TAKE THE RENTAL UNIT, LANDLORD RESERVES THE RIGHT TO WITHHOLD THE DEPOSIT IN ACCORDANCE WITH APPROPRIATE STATUTES. IN THIS EVENT, A CHARGE OF \$50 PER APPLICATION WILL BE APPLIED. RENTAL DEPOSIT, MINUS COSTS (including lost rent), WILL BE RETURNED ONLY AFTER THE APARTMENT HAS BEEN RE-RENTED.

Let us know your preferences so we can reserve the correct amenities for you. Please circle:

<b>Parking: <i>Indoor or Outdoor</i></b>	<b>Yes</b>	<b>No</b>
<b>Capital Fitness:</b>	<b>Yes</b>	<b>No</b>
<b>Pet:</b>	<b>Cat</b>	<b>Dog</b>
<b>Storage locker:</b>	<b>Yes</b>	<b>No</b>

How did you hear about Butler Plaza? \_\_\_\_\_

**SOURCE OF FUNDS FOR RENT PAYMENTS**

Savings \_\_\_\_\_ Working \_\_\_\_\_ Parents \_\_\_\_\_ Fin.Aid \_\_\_\_\_ Other \_\_\_\_\_

**ADDITIONAL GUARANTOR**

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

Address: \_\_\_\_\_

City State Zip Code

Relationship to Applicant: \_\_\_\_\_ Phone #: \_\_\_\_\_

Email: \_\_\_\_\_

**EMPLOYMENT INFORMATION**

Employed By: \_\_\_\_\_ How Long?: \_\_\_\_\_

Employer's Address: \_\_\_\_\_ Phone #: \_\_\_\_\_

Position Held: \_\_\_\_\_ Net Income \$: \_\_\_\_\_ Supervisor: \_\_\_\_\_



**RENTAL REFERENCES**

**CURRENT APT:** Address: \_\_\_\_\_  
City State Zip code

Present Landlord: \_\_\_\_\_ Phone #: \_\_\_\_\_

How Long?: \_\_\_\_\_ Rent \$: \_\_\_\_\_ Reason for Moving: \_\_\_\_\_

**PREVIOUS APT:** Address: \_\_\_\_\_  
City State Zip code

Present Landlord: \_\_\_\_\_ Phone #: \_\_\_\_\_

How Long?: \_\_\_\_\_ Rent \$: \_\_\_\_\_ Reason for Moving: \_\_\_\_\_

**PREVIOUS APT:** Address: \_\_\_\_\_  
City State Zip code

Present Landlord: \_\_\_\_\_ Phone #: \_\_\_\_\_

How Long?: \_\_\_\_\_ Rent \$: \_\_\_\_\_ Reason for Moving: \_\_\_\_\_

**IN CASE OF EMERGENCY, NAME OF NEAREST LIVING RELATIVE**

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

Relation: \_\_\_\_\_ Phone #: \_\_\_\_\_

Address: \_\_\_\_\_  
City State Zip code

**DURING THE LAST SEVEN YEARS, HAVE YOU EVER . . .**

- been evicted from an apartment? Yes \_\_\_\_\_ No \_\_\_\_\_
- been sued for unpaid rent? Yes \_\_\_\_\_ No \_\_\_\_\_
- refused to pay all rent due? Yes \_\_\_\_\_ No \_\_\_\_\_

If you answered yes to any of the above questions, please explain.

\_\_\_\_\_ All apartments are rented in "as is" condition as shown unless specifically stated otherwise on line #132 of lease agreement.

In order for an apartment to be held, the security deposit must be paid with this application. If the application is not approved, the deposit minus costs will be refunded. If the application is approved and applicant later decides not to execute the lease, landlord will attempt to mitigate applicant's damages. Only after the apartment is re-rented will landlord refund any money paid, minus costs, (Including future lost rent). Applicant is responsible for all rental payments due under the terms of the contract until the apartment is re-rented.

THIS APPLICATION GIVES AUTHORIZATION FOR INVESTIGATION OF REFERENCES LISTED HEREIN AND, IF NECESSARY, A CREDIT REPORT. THIS APPLICATION IS NOT A RENTAL AGREEMENT, CONTRACT, OR LEASE. IT IS SUBJECT TO APPROVAL OF OWNER OR MANAGING AGENT.

APPLICANT's signature \_\_\_\_\_ Date \_\_\_\_\_