



## Apartment Application Policy Statement

*Reliant Real Estate Services abides by the Federal Fair Housing Act and will not discriminate based on race, color, national origin, religion, sex, familial status, and handicap/disability. Reliant Real Estate Services also prohibits discrimination based on ancestry, age, lawful source of income, sexual orientation, marital status and public assistance as directed by the States of Wisconsin and Minnesota.*

1. Applicant must submit a signed and fully completed rental application including all contact names and phone numbers.
2. All applicants 18 years of age and older must submit a separate application for residency. All individuals under the age of 18 must be listed on the application. All occupants, regardless of age, must be named on the lease.
3. Occupancy is limited to two persons per bedroom.
4. Monthly rent for the dwelling may not exceed 40% of the applicant's gross income. If rent exceeds 40% on the applicant's gross income, a qualified co-signer will be required.
5. Proof of any lawful source of income must be supported by current documentation at time of application.
6. Satisfactory rental reference history is required with a landlord other than a friend or family member. A qualified co-signer will be required for all first time renters.
7. Applicants who have been evicted from housing or retain an outstanding judgment from a landlord or property management company will be rejected.
8. Applicant must have a sufficient credit rating, showing timely payments of all credit transactions. All previous addresses and inquiries appearing on the credit report will be investigated.
9. No accepted applicant will receive keys to any dwelling until: (1) a full security deposit equal to one month's rent is paid, and (2) the first month's rent is paid in full.
10. All applicants may obtain information about the National Sex Offender Registry by visiting their website at [www.nsopr.gov](http://www.nsopr.gov) or by calling the Department of Justice at (202) 514-2000.

*By returning a completed application, you authorize Reliant Real Estate Services to consult past and present employers, other sources of income, past and present landlords, credit references through a credit reporting agency, and criminal/court records to determine eligibility under Reliant Real Estate Service's application policy.*