



### APPLICATION FOR RESIDENCY

First name	Middle	Last
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e-mail address	Gender	Date of Birth (MM/DD/YY) / /
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Permanent Address	Permanent phone #
City, State, Zip	Local/cell #

Social Security # (or passport # if not a US citizen or permanent resident)	Citizenship
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School <input type="checkbox"/> University of Wisconsin <input type="checkbox"/> Other:	Class standing as of <b>Fall 2017</b> :
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Term Requested: <input type="checkbox"/> Annual (August 19, 2017 – July 31, 2018) <input type="checkbox"/> Other (Please specify):
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\* Space is limited; premium applies.

**Unit types** (please **rank** your preferences, **1** being your highest preference; leave *blank* any you would not accept)

<input type="checkbox"/> Studio (1 resident)	<input type="checkbox"/> Studio double (2 residents)
<input type="checkbox"/> 1 bedroom, 1 bath (1 resident)	<input type="checkbox"/> 1 bedroom, 1 bath - double occupancy (2 residents)
<input type="checkbox"/> 1 bedroom, 1 bath townhome (1 residents)	<input type="checkbox"/> 2 bedroom, 2 bath (2 residents)
<input type="checkbox"/> 2 bedroom, 2 bath – double occupancy (3 residents)	<input type="checkbox"/> 2 bedroom, 2 bath loft (2 residents)
<input type="checkbox"/> 2 bedroom, 2 bath townhome (2 residents)	<input type="checkbox"/> 4 bedroom, 2 bath (4 residents)
<input type="checkbox"/> 4 bedroom, 4 bath (4 residents)	<input type="checkbox"/> 4 bedroom, 4 bath – double occupancy (5 residents)

**Placement requests or need for accommodation:** Please list any additional needs or preferences, such as area of property

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\* We will attempt to satisfy stated preferences, but assignments are first-come first-serve, with priority given to early applicants.

**Roommates requested\***

1	Name	
	E-mail	Phone
2	Name	
	E-mail	Phone
3	Name	
	E-mail	Phone

\* Selections must be mutual: roommate assignments cannot be guaranteed.



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**Current residence**

Current Address	Community name
City, State, Zip	Management Company name

**Background**

Have you ever filed for bankruptcy?	Yes	No
In the past 2 years, have you applied for a residence but did not move in?	Yes	No
Have you ever had an eviction filed or left owing money to a landlord?	Yes	No
Have you ever been convicted of a felony or had adjudication withheld or deferred?	Yes	No

*If you answered yes to any of the above questions, please describe the circumstances:*

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**Guarantor.**

A qualified guarantor (or additional prepayment) will be required unless the Applicant has his/her own source of income of at least three times the cost of the rental installment at Uncommon Madison. If you have your own income, you may skip this section.

Name	Relationship
Home Address	Work telephone
City, State, Zip	Home telephone
e-mail	Cell phone

Check here if this guarantor is also your emergency contact.

**Source of income.** If you will **not** provide a guarantor, please indicate your source of income\*:

Employer/source	Telephone
Address	Annual income

**Application process**

A non-refundable application fee of **\$20** is due with this Application. A Housing Agreement may be offered to Applicant but a binding contract is formed only when both parties sign the Housing Agreement. Any misstatement or omission of fact in this Application will be grounds for the Application to be declined and any deposit to be forfeited.

I represent that all of the information provided above is accurate and complete. I authorize Owner and its agent to verify the above and to obtain references, credit reports, public and criminal records. I have reviewed and understand the Housing Agreement. This Application is not a lease or agreement for residency; only a fully signed Housing Agreement will be binding.

Do you wish to receive a written explanation of the denial of tenancy?  Yes  No

\_\_\_\_\_  
Applicant signature

\_\_\_\_\_  
Date



## APPLICATION QUALIFICATION GUIDELINES

1. Applicant must submit a fully completed, dated and signed Application and all required payments. Applicant must provide valid proof of identity. A separate bedroom must be contracted for each resident of any age wishing to live with the Applicant, except for immediate family members of the Applicant as defined by the Fair Housing Act, subject to occupancy limits. Applicants who are not enrolled college or university students or who apply with one or more family members must reserve an entire apartment at the time of application.
2. A qualifying guarantor will be required unless the Applicant has verifiable income of at least three times the cost of the proposed Housing Agreement or prepays the certain installments as described in the Housing Agreement. An Applicant without a guarantor may be required to produce tax returns, W-2 or 1099 forms or other proof of income. To qualify, a guarantor must have verifiable income of at least five times the cost of the proposed Housing Agreement and have a credit history acceptable to Owner. If Applicant lacks sufficient individual credit and does not provide a qualifying guarantor, the Applicant will be required to prepay certain installments of housing charges as additional security.
3. Generally, a minimum of two years residential rental history is required for an Application without a qualifying guarantor. Items that may cause the Application to be declined include: (a) if Applicant's credit history or civil court records contain slow pays, judgments, eviction filings, collections, liens or bankruptcy within the past 7 years; (b) if past collection accounts are not fully repaid; (c) if Applicant owes any amount to any other landlord, residential community or housing association; or (d) if Applicant's previous rental history reflects negative information such as unpaid or habitually late-paid rent, disturbances, unlawful activities or unit damages.
4. Any exceptions to these criteria will be granted solely in the discretion of Owner and its agent. Additional conditions may be required for exceptions to be made, such as additional security deposits and/or advance payment of housing charges.

**Uncommon Madison** is an Equal Opportunity housing provider.





### ROOMMATE MATCHING FORM

Please complete and submit this form with your Application. Personal and lifestyle characteristics are collected to enable suggested roommate matching if necessary, but roommate compatibility cannot be guaranteed and is not the responsibility of Owner.

First name	Middle	Last
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School:	<input type="checkbox"/> University of Madison	<input type="checkbox"/> Other:
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Class standing as of FALL 2017:	<input type="checkbox"/> Freshman	<input type="checkbox"/> Sophomore	<input type="checkbox"/> Junior	<input type="checkbox"/> Senior	<input type="checkbox"/> Graduate
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Do you smoke?	<input type="checkbox"/> No	<input type="checkbox"/> Yes (Uncommon Madison is smoke-free in indoor areas)
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Do you drink alcohol?	<input type="checkbox"/> Frequently	<input type="checkbox"/> Occasionally	<input type="checkbox"/> Rarely	<input type="checkbox"/> Never
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Do you study at home?	<input type="checkbox"/> Frequently	<input type="checkbox"/> Occasionally	<input type="checkbox"/> Rarely	<input type="checkbox"/> Never
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When do you usually study?	<input type="checkbox"/> Morning	<input type="checkbox"/> Afternoon	<input type="checkbox"/> Evening	<input type="checkbox"/> Late night	<input type="checkbox"/> Never
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Do you entertain guests?	<input type="checkbox"/> Frequently	<input type="checkbox"/> Occasionally	<input type="checkbox"/> Rarely	<input type="checkbox"/> Never
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Do you clean your living area?	<input type="checkbox"/> Frequently	<input type="checkbox"/> Occasionally	<input type="checkbox"/> Rarely	<input type="checkbox"/> Never
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What are your sleep habits?	<input type="checkbox"/> Get up early	<input type="checkbox"/> Stay up late	<input type="checkbox"/> Both	<input type="checkbox"/> Depends on which day
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Do you prefer a:	<input type="checkbox"/> Low floor	<input type="checkbox"/> High floor
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Would you be willing to accept a co-ed (different gender) roommate in your apartment:	<input type="checkbox"/> Yes	<input type="checkbox"/> No
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Do you grant permission to release your phone number to prospective roommates?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
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Do you grant permission to release your e-mail address to prospective roommates?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
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The most important thing we should consider when matching you with a roommate:
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Please specify if any of the above information should NOT be shared:
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I allow Uncommon Madison to release or share the above information for the purpose of placement and matching, other than the information specifically noted as not to be released. Although management may attempt to match me with suitable roommates, I understand that placement and compatibility cannot be guaranteed.

Applicant signature \_\_\_\_\_

Date \_\_\_\_\_