



## **Wimmer Communities**

### **Rental Qualification Standards and Application Guidelines**

**(Market Rate Properties)** - effective 01/01/2023

**Equal Housing Opportunity:** It is the policy of Wimmer Communities to lease apartments to the public on a nondiscriminatory basis, without regard to race, religion, creed, color, sex, handicap, familial status, national origin, age, ancestry, sexual orientation, marital status, or lawful source of income. Wimmer Communities practices equal opportunity. The maximum occupancy guideline is two people per bedroom.

**Availability:** Applications for apartment homes will be accepted on a first come first served basis and are subject to the availability of apartment types requested.

#### **Rental Rates:**

This property uses third-party pricing software that determines rental rates based on several factors including, but not limited to, apartment availability and demand, apartment size, apartment features and length of lease term. Rental rates are subject to change frequently.

#### **Applicant Qualifying Criteria:**

In approving applications for residency, all qualifying criteria must be met for persons eighteen (18) years and over who will be residing in the apartment, otherwise the application may be rejected.

#### **Identification Requirements:**

A valid government issued photo I.D. is required for all applicants. A temporary I.D., or a photocopy of an I.D. are not accepted.

Acceptable forms of ID:

- Drivers Licenses (all 50 states including the territory of Puerto Rico)
- Non-Driver License ID Card (State issued for all 50 states including the territory of Puerto Rico)
- Passport-From any Country Worldwide

Identification submitted with online applications will be verified through a third-party ID verification.

*Applications will not be processed until all leaseholders have provided acceptable proof of identification.*

#### **Credit Background:**

This property uses a third-party applicant screening model to review credit history. Applicants must have satisfactory credit history that meets the minimum criteria for approval. Payment history, account balances, collections, charge-offs, open/closed bankruptcy (chapter 7 or 13), judgements and foreclosure are all factors considered by the scoring model to determine credit risk.

#### **Credit Risk results:**

High or severe credit risk will result in denial.

Moderate credit risk, limited credit or no established credit may be subject to a higher security deposit.

*Guarantors are not accepted in place of meeting the minimum credit criteria.*

#### **Criminal Background:**

Management will consider all applicant(s) criminal conviction records (within the bounds of local, state and federal laws) as part of our resident selection criteria.

If Applicant has been convicted of illegally manufacturing or distributing a controlled substance as defined in sec. 102 of the Controlled Substance Act (21 U.S.C. 802), their application will be denied.

If Applicant is subject to a state lifetime sex offender registration program, their application will be denied.



If Applicant has not been otherwise disqualified based on the above factors and the Applicant has been convicted of a felony in the last 7 years, and the crime shows a demonstrable risk to tenant safety and/or property, their application may be denied after consideration of the nature and severity of the crime. Other factors may be considered on a case-by-case basis. The Applicant shall provide any mitigating information or documentation that he or she would like to be considered regarding any criminal conviction.

**Employment and Income Verification:**

All legal sources of income will be considered. Applicants are required to provide acceptable documentation as proof of income and assets. This property uses a third-party to verify paystubs and other documentation submitted by Applicants as proof of income and assets.

A higher deposit may be required if employment length is less than 12 months.

**Income Requirements (Rent to Income ratio):**

Gross income will be considered jointly for all leaseholders and must meet the minimum rent to income requirements noted below:

33% and below: Standard security deposit.

34 to 38%: Requires a higher security deposit.

39% and higher: Requires a Guarantor and a higher security deposit.

Guarantor(s) rent to income ratio cannot exceed 25%.

**Acceptable forms of documentation for Income Verification:**

Recent paystubs (minimum of 2)

Recent Wage/Income Tax Statement (W-2, 1099 form)

Federal Income Tax (Form 1040) for the most recent tax filing year – must include proof of filing.

Annuity statement

Pension distribution statement

Social Security Statement

Court ordered settlements, inheritance, trust, alimony, child support

Rental Assistance (Milwaukee County)

*If after making a good faith effort, Management is unable to authenticate documentation through the third-party screening or other source that Management considers reliable, or if any of the documents appear to have been forged, altered, or manufactured for the purposes of misrepresenting income or assets, the application will be denied.*

**Residency:**

Residency information is required from all Applicants. Information contained in the rental application, as well as address information reported in the consumer credit file, is subject to review and approval by Management.

Unsatisfactory payment history, a negative Landlord reference, records of eviction filing, forcible detainers or money judgments are grounds for denial. Applicants with less than 12 months of rental or mortgage payment history may be subject to a higher security deposit.

**Animals:**

All animals are subject to Management approval and community policy.

**Occupancy:**

Rental of said premises is to be limited to personal use only. Lawful business conducted “at home” via computer, mail or telephone is permitted. Customers, clients, patients, or other business associates are prohibited from entering the apartment home for any business purpose.



According to the State of Wisconsin Statutes, Chapter 704 and Wisconsin Department of Agriculture, Trade & Consumer Protection, Chapter 134, the following required disclosures have been met prior to entering into a rental agreement and/or prior to accepting earnest money or a security deposit.

- Copies of the proposed lease and addenda have been made available for inspection by the applicant.
- The form of payment given for the security deposit shall serve as a receipt of payment.
- The applicant has been advised of the name and address of the person authorized to collect or receive rent, manage, and maintain premises, person who can be readily contacted by resident, an owner or agent and address within the state who is authorized to receive rent, make receipt for notices and demands, and at which service of process can be made in person.
  - Being advised that there are no uncorrected building and housing code violations for which the landlord has received notice from code enforcement authorities, and which affect the dwelling unit and common areas.
  - Being advised that the premises contain no conditions adversely affecting habitability.
  - That the applicant has been advised of utility charges not included in rent.
  - That the applicant has been advised that the resident has seven days after beginning tenancy to inspect the dwelling unit and notify landlord of any damages or defects existing prior to the beginning of tenancy that were not noted on the move-in condition report during the move-in inspection, and that defects not noted within the seven-day period may not be considered to have existed prior to the resident's tenancy.
  - Having been advised that security deposits may be withheld for tenant damage, waste, neglect of premises, non-routine cleaning, non-payment of rent, late fees, utility services for which Landlord becomes liable, and other reasons clearly agreed upon in writing at the time the lease and addenda is entered into.

**Release, Waiver and Indemnity:** Applicant authorizes any and all third parties (i.e., former landlords, existing and former employers, creditors, credit reporting agencies, BK hotline, law enforcement agencies, etc.) having information regarding the applicant, to disclose to Wimmer Communities (and any of its agents, affiliates and employees) any and all such information that may be requested by Wimmer Communities with respect to its investigation of the suitability of the applicant for occupancy in a Wimmer Community. Wimmer Communities is expressly authorized to seek and obtain such information. The applicant hereby waives any and all claims, liabilities, or actions which may exist with respect to any such disclosure and forever releases all such third parties from any liability with respect to such claims.

The term "applicant" shall mean the party whose signature and authorizations appear on a completed application form.

Additionally, applicant hereby declares that the representations of fact in their submitted application are true and correct. Applicant agrees that if any information herein contained is false, the application will be denied and the lease made in the strength of this application may, at the option of the Landlord, be terminated at any time.

**Application Denied by Management:** If application is denied, Management will mail return of security deposit to applicant within 48 hours of denial. Management is not to discuss credit reports, previous landlord references or employment references with applicant. Application will be denied if information provided is false.



**Application Approved by Management:** Applicant must sign lease within 48 hours of approval. Time is of the essence. If signed lease is not received by Management within 48 hours, Management will declare the outstanding application and lease null and void and offer the unit for re-rental. Security deposit will be kept for rent loss incurred in the event the unit is not re-rented for the same term.

**Applicant/Lessee Does Not Take Occupancy:** Even if the approved applicant/lessee does not take occupancy per the lease start occupancy date, Lessee will be responsible for the terms of the lease and current rent payments until the unit is re-rented.