

2015 Wisconsin Rent Certificate Example

Obtain Rent Certificate Form:

<https://www.revenue.wi.gov/forms/2015/RentCertificate.pdf>

■ Renter (Claimant) – Enter Social Security Number AFTER your landlord fills in section below and signs.

1 Legal last name Swift	Legal first name Taylor	M.I. A	Social security number	
2 Address of rental property (property must be in Wisconsin) 1989 W. Woods Ln. #22	City Whitewater	State WI	Zip 53190	

Time you actually lived at this address in 2015 From 01 01 2015 To 12 31 2015 3
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4 Do NOT sign your rent certificate.
If your landlord won't sign, complete fields above and below and lines 1 to 8, attach rent verification (see instructions), and check here.

Fill out top portion as seen below:

1. Your name goes here with your Social Security Number in the final box. This information is mandatory to file this form.
2. This address MUST BE the address of your rental location. You should not list your home address in this box.
3. In this location, you will list the dates in which you occupied during the 2015 year. So, if you only lived in the apartment during the spring semester, it would only list from 1/1/2015-5/14/2015.
4. You will need to check this box to indicate you have completed this form yourself.

check here.

Landlord or Authorized Representative

Name of property owner DLK Enterprises, Inc.		Telephone number (262) 473-5321	
Address 144 N Pratt St.	City Whitewater	State WI	Zip 53190

1 Is the rental property a long-term care facility, CBRF or nursing home? Yes No

Landlord Information should be filled out exactly as above.

1 Is the rental property a long-term care facility, CBRF or nursing home? Yes No

2a Is the above rental property subject to property taxes? Yes No

b If 2a is "No" and you are a sec. 66.1201 municipal housing authority that makes payments in lieu of taxes, check here

3 Is this certificate for rent of a mobile/manufactured: a Home? Yes No
b Home site/Lot? Yes No

c Mobile or manufactured home taxes or municipal permit fees you collected from this renter for 2015 3c 0.00

4a Total rent collected for this rental unit for 2015 4a 9200.00

Numbers 1-3 will be the same for all DLK tenants. Number 4a will be the total of your rent plus any roommates you have for the entire time you lived in the unit during 2015.

Example:

If your rent is \$2300/semester and \$600/summer and you have three roommates who all lived in the unit for all of 2015. You would do the math as follows:

$$(\$2300 \times 4) + (\$600 \times 4) + (\$2300 \times 4) = \$20,800.00$$

b If monthly rent charged didn't change during 2015, enter monthly charge **4b** _____ .00
 Otherwise, enter rent charged for each month below.

Jan. <u>4000</u> .00	Feb. <u>∅</u> .00	Mar. <u>∅</u> .00	Apr. <u>∅</u> .00
May <u>1200</u> .00	June <u>∅</u> .00	July <u>∅</u> .00	Aug. <u>4000</u> .00
Sept. <u>∅</u> .00	Oct. <u>∅</u> .00	Nov. <u>∅</u> .00	Dec. <u>∅</u> .00

5 Number of occupants in this rental unit – do NOT count spouse or children under 18 **5** 2

6 This renter's share of total 2015 rent **6** 4600.00

7 Value of food and services provided by landlord (this renter's share) **7** ∅.00

8a Rent paid for occupancy only – Subtract line 7 from line 6 **8a** 4600.00

b Was heat included in the rent? **8b** Yes No

I certify that the information shown on this rent certificate is true, correct, and complete to the best of my knowledge.

Signature (by hand) of landlord or authorized representative	Date	Print name (must match signature)

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- 4b. You will fill this out with the total rent payments for the year broken down by when they were paid. Because you pay rent only by semester, you will list the payments in January, May, and December. Again, put the TOTAL AMOUNT you and ALL OF YOUR ROOMMATES paid for that semester's rent.
- 5. You will list here the total number of people living in your unit (you + your roommates)
- 6. Divide the total rent paid by the number of people in the unit to get how much rent you paid.
- 7. This number is always zero.
- 8a. List here the same value as in Number 6.
- 8b. This will depend on your unit. You will need to consult your lease to determine if heat is included in your rent. It is listed on the very first page.

DO NOT SIGN THE BOTTOM.

You will need to include proof of payment. If you would like a copy of your rent statement, please contact the DLK Office. You may come to the office to retrieve a copy for free.