

# 2000 Rent Certificate

Wisconsin  
Department of Revenue

Alterations (whiteouts, erasures, etc.) will void this rent certificate. A rent certificate with an error should be discarded and a new one completed.

## Claimant (renter) Fill in lines 1 to 4

- Have your landlord fill in lines 5 to 14
- Fill in the amount from line 10b on line 13, 14a, or 14c of Schedule H, as appropriate
- Fill in the amount from line 13a on line 14a of Schedule H if line 13b is "Yes," or on line 14c of Schedule H if line 13b is "No"
- If your landlord will not sign, see paragraph 2 under "Exceptions: Renters," on page 9 of the Schedule H instructions
- Attach completed rent certificate (not a photocopy) to Schedule H

- 1 Claimant's Last name \_\_\_\_\_  
First name and initial \_\_\_\_\_
- 2 Social security number \_\_\_\_\_
- 3 Address of rental property (property must be in Wisconsin)  
\_\_\_\_\_
- 4 Time you actually lived here in 2000  
From (mo/day) \_\_\_\_\_ To (mo/day) \_\_\_\_\_

## Landlord Fill in ALL lines 5 to 14 (SSN is optional)

- 5 Last name \_\_\_\_\_  
First name and initial \_\_\_\_\_
- 6 Telephone number \_\_\_\_\_
- 7 SSN (optional) or FEIN \_\_\_\_\_
- 8 Address \_\_\_\_\_  
\_\_\_\_\_

I-017

9 Is the rental property (line 3) subject to property taxes?  
**If no, see instructions**  Yes  No

- 10 a. Is this rent certificate for rent of:  
A mobile home?  Yes  No  
A mobile home site?  Yes  No

b. Mobile home taxes or parking permit fees, or municipal fees  
you collected from this renter for 2000 \$ \_\_\_\_\_

11 Answer lines 11a to 11e based on the period of time this rental  
unit was occupied by this claimant (renter) in 2000. Do not  
include amounts collected directly from a governmental agency

a. Rent collected per month for this  
rental unit, for 2000 \$ \_\_\_\_\_

b. Number of months this rental unit was  
rented to this renter in 2000 \_\_\_\_\_

c. Total rent collected for this unit, for 2000 \$ \_\_\_\_\_

d. Number of occupants in this rental unit  
**do not count spouse or children under 18** \_\_\_\_\_

e. This renter's share of total 2000 rent (do not  
include rent paid for other renters) \$ \_\_\_\_\_

12 Value of food and services provided by landlord  
(this renter's share) \$ \_\_\_\_\_

13 a. Rent paid for occupancy only —  
Subtract line 12 from line 11e \$ \_\_\_\_\_

b. Was heat included in the rent?  Yes  No

14 I certify that the information shown on this rent certificate for 2000  
is true, correct, and complete to the best of my knowledge.

Signature (by hand) of landlord or authorized representative

Date

## Instructions for Preparing a Rent Certificate

Every claimant (renter) who files a 2000 Wisconsin homestead credit claim, Schedule H, must attach a completed 2000 rent certificate to the Schedule H, to verify the rent paid to occupy a Wisconsin "homestead" in 2000. A homestead could be a room, apartment, mobile home, house, farm, or nursing home room.

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A rent certificate has two parts. The renter is to fill in the first part (lines 1 to 4), and the landlord is to fill in the second part (lines 5 to 14). The landlord may not charge a fee for filling in a rent certificate.

**Instructions for claimant** Fill in the information requested on lines 1 to 4. Then give the rent certificate to your landlord to fill in lines 5 to 14.

After you receive the completed rent certificate from your landlord, fill in the allowable amounts from lines 10b and 13a on lines 13, 14a, and 14c of Schedule H, as appropriate, and attach it to your Schedule H. A separate rent certificate must be completed for each homestead you rented in 2000 if rent for each is used in computing your homestead credit. All rent certificates must be attached to one Schedule H. If you claim less than 12 months of rent and/or property taxes on Schedule H, attach a note explaining where you lived for the balance of 2000.

**Instructions for landlord/authorized representative** Fill in a separate rent certificate for each claimant (renter) requesting one for homestead credit. Fill in line 1 if it is not already completed. Fill in lines 5 to 14 (SSN on line 7 is optional), then give the completed rent certificate to the renter.

**LINES 5 to 8** Fill in all the information requested. On line 7, SSN means social security number, and FEIN means federal employer identification number.

**LINE 9** If you checked "No," do not complete the rent certificate unless you are a municipal housing authority that makes payments in place of property taxes. If this applies to you, attach a signed explanation to the certificate.

**LINES 10a to 10b** Check the appropriate boxes under line 10a. If you collected mobile home taxes, mobile home parking permit fees, or municipal fees from the renter for the period of occupancy, fill in the amount you collected on line 10b. If no amount was collected, fill in -0-.

**LINE 11a** Fill in the rent you actually collected per month for this rental unit (apartment, room, one-half of a duplex, etc.) for 2000, for the time this renter occupied it in 2000. Include separate amounts the renter paid to you for items such as a garage, parking space, utilities, appliances, or furnishings. Do not include rent for a prior year or amounts you received directly from a governmental agency through a subsidy, voucher, grant, etc., for the unit. If the monthly rent for this unit changed in 2000, fill in each monthly rate separately. Above each amount, fill in the number of months you collected this amount of rent. For example, if you rented this unit for \$300 per month for 7 months and \$325 per month for 5 months, fill in line 11a as follows:

7	5
\$ 300	325

**LINE 11b** Fill in the number of months you rented the unit to this renter in 2000.

**LINE 11c** Multiply line 11a by line 11b. This is the total rent collected for this unit for the period of time the unit was occupied by this renter in 2000.

**LINE 11d** Fill in the total number of occupants in this rental unit during the rental period. **Note:** Do not count the claimant's spouse or children who were under age 18 as of December 31, 2000.

**LINE 11e** Fill in this renter's share of the total 2000 rent paid. Do not include rent paid for renters other than the renter listed on line 1 of this certificate, or amounts you received directly from a governmental agency.

**LINE 12** Fill in this renter's share of the value of food, medical, and other personal services, including laundry, transportation, counseling, grooming, recreational, and therapeutic services, you provided for this rental unit. Do not include utilities, furnishings, or appliances. If you did not provide any of the items, fill in -0- on line 12.

**LINE 13a** Subtract line 12 from line 11e. This is the allowable rent paid for occupancy only.

**LINE 13b** If heat was included for this rental unit, check the "Yes" box. If heat was not included for this rental unit, check the "No" box.

**LINE 14** Review the rent certificate to be sure that line 1 and each of the lines 5 to 13b has an entry. Sign (by hand), date, and return the rent certificate to the renter. Signature stamps, photocopied signatures, etc., are not acceptable.