

AGENTS ADDENDUM

This Addendum is made part of the Rental Agreement for the following Premises.

PREMISES:

LANDLORD:

DISCLOSURE OF AGENTS PURSUANT TO § ATCP 134.04(1)(a), WIS. ADMIN. CODE:

COLLECTING/RECEIVING RENT: LANDLORD

MANAGEMENT AND MAINTENANCE: LANDLORD

ACCEPTING SERVICE OF PROCESS*: LANDLORD

***The person/agent designated for accepting service of process must provide a physical address in Wisconsin for which service can be made in person (no PO Boxes)**

SIGNATURE OF LANDLORD/LANDLORD'S AGENT:

Print:

Date

Wis. Admin. Code § ATCP 134.04(1) – Identification or Landlord or Authorized Agents

(a) The landlord shall, except as provided under par. (c), disclose to the tenant in writing, at or before the time a rental agreement is entered into, the name and address of:

1. The person or persons authorized to collect or receive rent and manage and maintain the premises, and who can readily be contacted by the tenant; and
2. The owner of the premises or other person authorized to accept service of legal process and other notices and demands on behalf of the owner. The address disclosed under this subdivision shall be an address within the state at which service of process can be made in person.

(b) A landlord shall keep tenants informed of changes, if any, in the information required under par. (a). The landlord shall mail or deliver written notice of each change within 10 business days after the change occurs.

(c) This subsection does not apply to an owner-occupied structure containing no more than 4 dwelling units.