



Date of Verification: ___ ___ ___

Applicant Name: _____
First Middle Last

• **EMPLOYMENT/INCOME VERIFICATION**

Applicant Employer: _____ Telephone: _____
Person Contacted: _____ Date & Time of Contact: _____, ____:____ am/pm
Currently Employed: Yes No Wage/Salary: \$ _____ Wage Verification _____ (Pay Stub/W-2, etc.)

Other Applicant Income Verification: _____
Person Contacted: _____ Date & Time of Contact: _____, ____:____ am/pm
Income Verification: _____ (copy of award, copy of benefit statement, etc.)

• **RENTAL REFERENCE**

Current Landlord: _____ Telephone: _____
Address: _____ # _____ City: _____ State: _____ Zip: _____
Person Contacted: _____ Date & Time of Contact: _____, ____:____ am/pm
Rent paid: Yes No; **Rent paid on time:** Yes No; **Did Landlord terminate:** Yes No; **If tenant terminated, did tenant give notice** Yes No; **Damage to unit:** Yes No; If yes, what was the damage to the unit: _____
Other lease/rental agreement violations: Yes No, If yes, describe the other lease violations: _____
Neighbor Complaints: Yes No, If yes were they resolved: Yes No

Previous Landlord: _____ Telephone: _____
Address: _____ # _____ City: _____ State: _____ Zip: _____
Person Contacted: _____ Date & Time of Contact: _____, ____:____ am/pm
Rent paid: Yes No; **Rent paid on time:** Yes No; **Did Landlord terminate:** Yes No; **If tenant terminated, did tenant give notice** Yes No; **Damage to unit:** Yes No; If yes, what was the damage to the unit: _____
Other lease/rental agreement violations: Yes No, If yes, describe the other lease violations: _____
Neighbor Complaints: Yes No, If yes were they resolved: Yes No

Previous Landlord: _____ Telephone: _____
Address: _____ # _____ City: _____ State: _____ Zip: _____
Person Contacted: _____ Date & Time of Contact: _____, ____:____ am/pm
Rent paid: Yes No; **Rent paid on time:** Yes No; **Did Landlord terminate:** Yes No; **If tenant terminated, did tenant give notice** Yes No; **Damage to unit:** Yes No; If yes, what was the damage to the unit: _____
Other lease/rental agreement violations: Yes No, If yes, describe the other lease violations: _____
Neighbor Complaints: Yes No, If yes were they resolved: Yes No

Previous Landlord: _____ Telephone: _____
Address: _____ # _____ City: _____ State: _____ Zip: _____
Person Contacted: _____ Date & Time of Contact: _____, ____:____ am/pm
Rent paid: Yes No; **Rent paid on time:** Yes No; **Did Landlord terminate:** Yes No; **If tenant terminated, did tenant give notice** Yes No; **Damage to unit:** Yes No; If yes, what was the damage to the unit: _____
Other lease/rental agreement violations: Yes No, If yes, describe the other lease violations: _____
Neighbor Complaints: Yes No, If yes were they resolved: Yes No

• **PERSONAL REFERENCE**

Person Contacted: _____ Date & Time of Contact: _____, ____:____ am/pm
Relationship to Applicant: _____ Reference positive: Yes No

Person Contacted: _____ Date & Time of Contact: _____, ____:____ am/pm
Relationship to Applicant: _____ Reference positive: Yes No

CREDIT REPORT OBTAINED: Yes No (if yes attach)

TENANT SCREENING/PUBLIC RECORDS OBTAINED: Yes No (if yes attach)

APPLICANT IDENTIFICATION VERIFIED: Yes No (if yes attach)

