



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: _____
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Neighbor Complaints: ☐ Yes ☐ No, If yes were they resolved: ☐ Yes ☐ No

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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)