

FORM TO CHECK TENANT REFERENCES BY PHONE

Name of Applicant: _____

Address of Proposed Rental Unit: _____

Previous Landlord

Contact (name, property owner or manager, address of rental unit):

Date: _____

Questions

When did tenant rent from you (move-in and move-out dates)?

What was the monthly rent? _____

Did tenant pay rent on time? _____

Was tenant considerate of neighbors--that is, no loud parties and fair, careful use of common areas? _____

Did tenant have any pets? _____

If so, were there any problems? _____

Did tenant make any unreasonable demands or complaints? _____

Why did tenant leave? _____

Did tenant give the proper amount of notice before leaving? _____

Did tenant leave the place in good condition? _____

Did you need to use the security deposit to cover damage? _____

Any particular problems you'd like to mention?

Would you rent to this person again? _____

Other Comments:

Employment Verification

Contact (name, company, position):

Date: _____

Salary: _____

Dates of Employment: _____

Comments: _____

Personal Reference

Contact (name and relationship to applicant):

Date: _____

How long have you known the applicant? _____

Would you recommend this person as a prospective tenant? _____

Comments: _____

Credit and Financial Information from _____ Credit Bureau