LANDLORD INVENTORY TEMPLATE

Date

Dear Residence Manager, Landlord, or Agent:

We have received a rental application from , currently residing at , and they have specified you and/or your company as a present or previous landlord. We would appreciate your response to the following questions below at your earliest convenience. If you do not know the answer or it does not apply, please leave it blank. If you have additional information that may help in our decision, please feel free to add your comments or give us a call @ .

Is the applicant (s) currently renting from you?

If so, is the applicant current with all rental payments?

Was the applicant ever late within the last 12 months?

If so, how many times?

Has the applicant ever been more than thirty (30) days late with rent payments?

Did the applicant have any pets?

If so, how many & what kind/size?

Have you had to give the applicant a notice at any time during the last twelve (12) months?

If so, for what reason?

Was there ever any trouble or damages? If so, what kind?

Have you ever received any complaints from neighbors of this applicant?

If so, what kind? Was the matter resolved quickly?

Has the resident completed their lease terms?

If a current resident, has the applicant given notice to you that they will be moving?

Was the applicant asked to vacate by you or one of your company representatives?

If so, why?

Did you or will you have to withhold part or all of the deposit because of damages?

Is the applicant moving voluntarily or after judicial eviction?

Would you rent to this applicant again?

Rent amount during last month of tenancy?

Does the applicant owe you any money? If so, how much?

Signed by Authorized Manager, Landlord, or Agent Responding

Please send this verification form back to us as soon as possible. Please fax, email, or call us with your responses and/or comments. We will be happy to pick up the form if you are in the area and do not have access to fax or email.

Thank for you assistance in this matter. Your help is greatly appreciated.

Sincerely,

***Your Company Contact***