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LANDLORD SCREENING CHECKLIST

Applicant's Name: _____ Co-Applicant: _____

Application Recieved: DD ____ MM ____ YR ____

Address of Property: _____

Credit Report Obtained: Yes No

Criminal Record Check Obtained: Yes No

Address Verification Obtained: Yes No

Employment Verified: Yes No How long employed here? _____

Pay Stub Requested: Yes No Gross Income is \$ _____

Current Landlord Contacted: DD ____ MM ____ YR ____ Telephone# _____

Notes from conversation with current landlord:

- Noise problems: _____
- Paid rent on time: Yes No How many times late: _____
- Was security deposit refunded? Yes No
- Would Landlord rent to this individual again? Yes No
- Did a Google search of applicants previous address: Yes No

Lease Reviewed with Tenant(s): DD ____ MM ____ YR ____

Security Deposit Paid: DD ____ MM ____ YR ____

Move-In Inspection Form Completed: DD ____ MM ____ YR ____

Maintenance issues required prior to move in:

Tenant has read and signed Lease: DD ____ MM ____ YR ____

Notes: _____

