Rental Verification Form

Rental history check from a current or previous landlord

1. REQUEST (FILLED IN BY THE NEW LANDLORD)

APPLICANT NAME(S)

ADDRESS BEING VERIFIED

SENT TO (CURRENT OR PREVIOUS LANDLORD)

FROM (NEW LANDLORD)

PHONE OR EMAIL

DATE SENT

PLEASE REPLY BY

2. APPLICANT PERMISSION

I authorize the landlord named above to share information about my tenancy at this address with the new landlord.

APPLICANT SIGNATURE

DATE

3. RENTAL HISTORY (FILLED IN BY THE CURRENT OR PREVIOUS LANDLORD)

TENANCY FROM

TO (OR STILL RENTING)

MONTHLY RENT ($)

LEASE TYPE (FIXED TERM OR MONTHLY)

LATE PAYMENTS IN THE LAST 12 MONTHS

BALANCE OWED NOW ($)

Question	Yes	No
Was rent usually paid on time?	☐	☐
Was the tenant given written notice for a lease violation?	☐	☐
Did (or will) the tenant give proper notice before moving out?	☐	☐
Was there damage beyond normal wear and tear?	☐	☐
Would you rent to this tenant again?	☐	☐

IF A VIOLATION NOTICE WAS GIVEN, WHAT FOR

COMMENTS (FACTS ONLY)

4. COMPLETED BY

NAME

OWNER OR MANAGER

PHONE OR EMAIL

SIGNATURE

DATE

Instructions for the landlord

Keep this page. Do not send it to the tenant.

FAIR AND CONSISTENT

- Ask the same questions for every applicant.
- Do not ask about race, color, national origin, religion, sex, familial status or disability (Fair Housing Act).
- Get the applicant's signed permission in section 2 before you send the form.

CHECK THE ANSWER

- Confirm the person answering really owns or manages the property, for example with the county property records.
- Keep this form with the rental application.

FREE GUIDE

simplerentledger.com/rental-verification-form/