TO: _____ FROM: _____

_____ _____

_____ _____

FAX #: _____ TELEPHONE #: _____

FAX #: _____

## LANDLORD REFERENCE REQUEST

APPLICANT(S): _____ MOVE-IN DATE: ____/____/_____

ADDRESS: _____ MOVE-OUT DATE: ____/____/_____

1. Does/did the individual pay rent on time? _____
2. If no, how often did you issue a notice for nonpayment of rent? _____
3. Are there any complaints filed regarding residency (noise, pests, etc.)? ☐ Yes ☐ No

   If yes, please explain:

4. Does/did the individual have a pet? _____
5. Is the person on lease alone or is there a roommate or cosigner? _____
6. Was a move-out notice given? _____
7. If individual is no longer a resident:

   Were the terms of the lease fulfilled? _____

   Were there any damages to the apartment after move-out? ☐ Yes ☐ No

   If yes, please explain:

   Have any outstanding amounts been paid? ☐ Yes ☐ No

   If no, what is the current balance? _____

Please sign and return to the address or fax number above.

Date: _____ Signature: _____

Position: _____

By my signature below, I authorize the release of information to be used for a landlord reference.

Date: _____ Signature: _____