

# TENANT BACKGROUND AUTHORIZATION

Fee: \$ \_\_\_\_\_  
Received By: \_\_\_\_\_  
Telephone: \_\_\_\_\_  
Address of Property: \_\_\_\_\_  
Rental Term: \_\_\_\_\_  
Rent Amount: \_\_\_\_\_

(Additional occupants over 18 years old and Co-Signer must submit a separate application)

Name (First, Middle and Last Name): \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Social Security Number (SSN): \_\_\_\_\_

Email: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Driver's License Number: \_\_\_\_\_ State: \_\_\_\_\_

Do You Have a Vehicle?  Yes  No

If Yes, fill-in below:

License Plate Number: \_\_\_\_\_ State: \_\_\_\_\_

Make: \_\_\_\_\_ Model: \_\_\_\_\_ Year: \_\_\_\_\_ Color: \_\_\_\_\_

**Additional Occupants** List everyone incl. family members who will be occupying the home

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

## Present Address

Address: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

Dates Occupied, From \_\_\_\_\_ to \_\_\_\_\_ Has Notice been Given?:  Yes  No

Rent Amount: \$ \_\_\_\_\_ Security Deposit Amount: \$ \_\_\_\_\_

Landlord/Property Manager Name: \_\_\_\_\_

Landlord/Manager's Phone: \_\_\_\_\_

**Previous Address(es)**

Address: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

Dates Occupied, From \_\_\_\_\_ to \_\_\_\_\_ Rent Amount: \$ \_\_\_\_\_

Landlord/Property Manager Name: \_\_\_\_\_

Landlord/Manager's Phone: \_\_\_\_\_

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Address: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

Dates Occupied, From \_\_\_\_\_ to \_\_\_\_\_ Rent Amount: \$ \_\_\_\_\_

Landlord/Property Manager Name: \_\_\_\_\_

Landlord/Manager's Phone: \_\_\_\_\_

**Current Income**

- Self-Employed - Attach Your Past 2 Tax Returns (Last 2 Years)

- Employed - Attach your last 2 Pay-Stubs

Employer's Individual/Company Name: \_\_\_\_\_

Supervisor's Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Ext. \_\_\_\_\_

Your Position/Title: \_\_\_\_\_ Salary/Wage: \$ \_\_\_\_\_

Other Source of Income?  - Yes  - No

If Yes, Describe: \_\_\_\_\_ Monthly Amount: \$ \_\_\_\_\_

**Past Employment**

Employer's Individual/Company Name: \_\_\_\_\_

Supervisor's Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Ext. \_\_\_\_\_

Your Position/Title: \_\_\_\_\_ Salary/Wage: \$ \_\_\_\_\_

Employer's Individual/Company Name: \_\_\_\_\_

Supervisor's Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Ext. \_\_\_\_\_

Your Position/Title: \_\_\_\_\_ Salary/Wage: \$ \_\_\_\_\_

**References**

Contact Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Phone Number: \_\_\_\_\_

**Authorization – Tenant Disclosure and Release**

In connection with my tenant application with you, I understand that consumer reports which may contain public record information may be requested to evaluate my rental application. These reports may include the following types of information: names and dates of previous employers, public records, credit data, bankruptcy proceedings, eviction and criminal records, etc., from federal, state and other agencies which maintain such records. I hereby authorize procurement of consumer report(s). If approved as a tenant, this authorization shall remain on file and shall serve as ongoing authorization for you to procure consumer reports at any time during my contract period.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_